

PROCESS :	WS2	CODE:	WW0071	INDEX :	T
CONFIDENTIALITY:	External	SENT BY :	B LE PODER	ON :	25/07/2019

Completed by:		Position:		Date:	
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Mandatory informations

Company Information		Contact Details				
COMPANY NAME:		Management	Contact	Email	Telephone	Language
Ownership / nationality	Established in :	Sales				
Capital Value:		QHSE				
# of plants / Location:		R&D				
Headquarter address	Adresse	Production				
	ZIP code City Region / country	Supply Chain				
Plant address (if different)		Accountancy				
Invoicing address (if different)		Legal form				
Web site		TVA Intra - CEE reference (UE only)				
Emergency phone number		Tax Registration number (UAE only)				

Main activity and key customers			Production Line & Working processes		
	Activity & key customers	% of sales turnover		Description	Minimum order quantity (MOQ) Capacity of production (min / max) & number of shifts
1			1		
2			2		
3			3		
4			4		
5			5		

Key data & figures				Key Performance Indicators			Staff per Department		
Detail currency / year	Year Y-1	Year Y	Year Y+1	Average customer leadtime	Year Y-1	Year Y	Manufacturing	Year Y-1	Year Y
Sales turnover (precise currency)				Delivery performance:			Maintenance		
% Export (Sales turnover)				Customer non-conformities			Distribution + Warehouse		
% Profit or EBITDA ratio (precise)				Internal scrap level:			QSE & inspection		
% sales turnover in R&D				Machine utilisation:			R&D		
ERP software				Machine downtime:			Market & Product Engineers		
CAD software				Stock turnover:			Purchasing		
Factory / storage area (m²)				Absenteism:			Sales		
Number of shifts & open time				Accident frequency:			Accountancy		
Annual closing dates							Total	-	-
Week-end open									

Other informations and comments	QHSE Information			
	Certificate ISO 9 001	<input type="checkbox"/>	Since	Valid to
	Certificate ISO 14 001	<input type="checkbox"/>	Since	Valid to
	Certificate OHSAS 18 001	<input type="checkbox"/>	Since	Valid to
	Certificate ISO 50 001	<input type="checkbox"/>	Since	Valid to
	Knowledge ISO 19600	<input type="checkbox"/>		
	Certificat ISO 37001	<input type="checkbox"/>	Since	Valid to
	Others	<input type="checkbox"/>	Since	Valid to

Please attach copy of following documentation :	
1) Introduction organisation structure and plants list	6) Official letter with bank beneficiary informations
2) Balance sheet / profit and loss statement of last year	7) Liability insurance coverage
3) Applicable quality certificate(s) and QHSE policy	8) Code of conduct if existing
4) List of production means & quality controls means	
5) Your Sales General Conditions	

General Purchasing Conditions
PCM requirements are detailed on : https://www.pcm.eu/en/pcm-group/welcome-to-pcm-suppliers-portal