

Rajasthan Electronics & Instruments Ltd. Jaipur
(A Public Sector Enterprise)
2, Kanakpura Industrial Area Jaipur

Vendor Rating

Purpose: Guideline to establish a system to assess the performance of a vendor with respect to the quality of procured material and to maintain approved vendor list.

Scope: Applicable to all approved and regular vendors which shall be reviewed once in six month. The newly registered vendors will be reviewed once in three months during first year. However purchases from foreign source are not covered under this scope.

Procedure :

Vendor rating shall be determined by adding the following two ratings:

- a) Quality Rating
- b) Delivery Rating

Quality Rating shall be determined as under:

Quality Rating (QR) = $60 \times P/S$

P = Total Quantity Passed

S = Total Quantity Supplied

Delivery Rating shall be determined as under:

- (a) If material supplied in time: 40
- (b) Up to one month delay: 30
- (c) One to two month delay : 20
- (d) Two to three month delay : 10

Vendors whose rating falls below 75% shall be subjected to an investigation. If required appropriate corrective actions will be recommended.

Vendors whose rating falls below 60% shall be subjected to removal from vendors list, if recommended corrective actions are not implemented satisfactorily.