
 <small>formerly stein fibers</small>	EVERRA	Author: Sam Eddy	Corporate Director of Quality
	NEW SUPPLIER PRE-EVALUATION FORM	Jaren Edwards	President
		Document number: QSM-202Trans	
	Scope: Everra QM System	Subject: Supplier Pre-Assessment Form	
Related Procedure: QMP- 028 Purchasing and Supplier Evaluation			


New Transportation Supplier / Contractor QMS Pre-Evaluation – Questionnaire

Date	
Supplier Name	
Year Founded	
3pl Or Asset carrier	
Supplier address	
US DOT#	
MC#	
FEIN#	
Duns #	
Contact Person	
EMAIL	
Contact Telephone	
Dispatch email	
After hours contact	

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Asset carriers	Truck total	Van trailer total	Drop trailers?	Drop yards?
3pl Carriers	Full truckload	Partial	LTL	Drayage
	Canada	Mexico cross border	Customs broker	Freight forwarder
	Warehousing	Other service	Other service	Other service

Section 1: Supplier Quality System Details	Responses		
Questions	Yes	No	Supporting info
1.1 Is your company certified to a quality system like ISO-9001-2015 or similar?			
1.2 Is "Quality and Performance" always the top priority at as a transportation supplier?			
1.3 Have Quality objectives and targets been set?			
1.4 Does your company have a Corrective Action system in place?			


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This portion is completed by Everra staff only

Section 2: Determination of Quality supplied by supplier?	Responses		
Questions	Yes	No	Comments
2.1 Was this supplier recommended by someone?			
2.2 Does the supplier have an acceptable reputation?			
2.3 Have we ever used this supplier in the past?			
2.4 Does the supplier have all the required certifications?			

Section 3: Overall Customer Service and Support Structure	Responses		
Questions	Yes	No	Comments
3.1 Was the supplier responsive to initial inquiries?			
3.2 Was the supplier responsive to follow up questions?			
3.3 Have appropriate communication processes been established?			

Section 4: Supplier Corrective Action Requirements	Responses		
Questions	Yes	No	Comments
4.1 Does the supplier understand what a Supplier Corrective Action Request (SCAR) is?			
4.2 Does Supplier have a SCAR system?			

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Section 5: To be Completed by Everra QM	Responses		
Questions	Yes	No	Comments
5.1 Has this supplier been pre-approved?	<input type="checkbox"/>	<input type="checkbox"/>	
5.2 If yes: Has the supplier been added to Intellex-SRM Module?	<input type="checkbox"/>	<input type="checkbox"/>	
5.3 If No: Has the originator of this form been notified as to the denial reason?	<input type="checkbox"/>	<input type="checkbox"/>	

Documents to be submitted together with the filled-in Questionnaire to Everra QM:

- Copy of the New Suppliers Quality Policy document if available
- Copy of the New Suppliers ISO 9001:2015 certificate or another certificate, if available.