

Vendor Inquiry Form

New Supplier Onboarding

Utilize this **vendor inquiry form** sample to streamline the new supplier onboarding process efficiently. It gathers essential information to evaluate potential suppliers and ensure compliance with company standards. Simplifying vendor data collection helps maintain organized and effective procurement operations.

Company Name*

Contact Person*

Email Address*

Phone Number*

Business Address

Tax Identification Number (TIN/VAT)*

Products/Services Provided*

Years in Business

Relevant Certifications (e.g., ISO, quality standards)

Bank Details (For Payment Processing)

Business References

Compliance Confirmation

-- Select --

Submit Inquiry

**Required fields*