

Vendor Evaluation Form (Based on ISO Standards)

Use this **vendor evaluation form sample** based on ISO standards to systematically assess supplier performance and compliance. The form ensures consistent quality control by aligning evaluation criteria with internationally recognized requirements. Implementing this template helps organizations maintain high supplier standards and improve procurement decisions.

Vendor & Evaluation Details

Vendor Name	Vendor Code/ID	
Evaluation Date	Evaluator Name/Position	
Product/Service		

Evaluation Criteria (Aligned with ISO 9001:2015 & ISO 14001:2015)

Quality & Compliance		Score (1-10)	Comments/Evidence
1. Product/Service Quality	Consistent quality, meets technical specifications		
2. Certification & Standards	ISO 9001/14001, CE, or other relevant certifications		
3. Regulatory Compliance	Compliance with applicable regulations/laws		
Delivery & Service			
4. On-Time Delivery	Adherence to agreed delivery schedules		
5. Responsiveness & Communication	Timely responses, effective communication		
Cost & Value			
6. Pricing Competitiveness	Market pricing, value for money		
7. Payment Terms	Clarity, flexibility, and fairness of payment terms		
Sustainability & Risk			
8. Environmental Management	Practices in line with ISO 14001, waste management, sustainability initiatives		
9. Risk Management	Business continuity measures, risk mitigation processes		
10. Improvement Initiatives	Evidence of continual improvement in products/services		
Total Score			

Overall Evaluation

Summary & Recommendations

Approval

Evaluator Signature		Date	
Department Manager Signature		Date	

Note: This form is aligned with ISO 9001 and ISO 14001 requirements for supplier evaluation and monitoring. Adjust criteria and scoring as necessary to meet organizational needs.