

Supplier Inquiry Form

Raw Material Sourcing

Use this **supplier inquiry form** sample to efficiently gather essential information from raw material vendors. It streamlines the sourcing process by collecting key data such as product specifications, pricing, and delivery terms. This template ensures clear communication and helps identify reliable suppliers quickly.

Supplier Company Name

Contact Person

Email Address

Phone Number

Raw Material to be Supplied

Product Specifications (grade, size, etc.)

Available Quantity (per month)

Pricing/Quotation (per unit)

Delivery Lead Time

Payment Terms

Relevant Certifications (ISO, etc.)

Additional Remarks

Submit Inquiry

