

Vendor Assessment Questionnaire

Supply Chain Risk Management

A **vendor assessment questionnaire** is a vital tool in supply chain risk management, designed to evaluate suppliers' compliance, reliability, and security standards. By systematically assessing potential risks, organizations can ensure continuity and mitigate disruptions in their supply chain. This process helps in selecting and maintaining trustworthy vendors aligned with corporate risk policies.

Vendor Information

Vendor Name	
Contact Person	
Contact Email/Phone	
Product/Service Provided	
Business Address	

General Compliance

Question	Yes/No	Notes/Evidence
Is your organization compliant with all local, national, and international laws regarding your industry?		
Do you have any current or past regulatory issues?		
Are you certified with any industry standards (e.g., ISO 9001, ISO 27001)?		

Operational Risk Management

Question	Yes/No	Notes/Evidence
Do you have a documented Business Continuity Plan (BCP)?		
Are there procedures for disaster recovery?		
How do you manage supply disruptions or delays?		

Information Security

Question	Yes/No	Notes/Evidence
Do you have documented information security policies?		
Are periodic security assessments conducted?		
Is customer data encrypted in transit and at rest?		

Financial Stability

Question	Yes/No	Notes/Evidence
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Have you been profitable over the last three years?		
Do you have outstanding debts or legal actions?		
Can you provide audited financial statements?		

Subcontractors & Supply Chain

Question	Yes/No	Notes/Evidence
Do you use subcontractors for products or services?		
Do your subcontractors undergo risk and compliance screening?		
Can you provide a list of your key suppliers?		

Additional Comments

Certification

I hereby certify that the information provided in this questionnaire is accurate and complete.

Authorized Signature: _____
Date: _____