



To get a first impression of your company, please fill in the form and send to:

IMO GmbH & Co. KG  
 Purchasing  
 Imostraße 1, D-91350 Gremsdorf  
 Fax: +49 (0)9193 6395-1127  
 E-Mail: lieferantenauskunft@imo.de

**1. General Data / Company Profile**

Name of Company: \_\_\_\_\_

Street, No.: \_\_\_\_\_

City: \_\_\_\_\_ ZIP-Code: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax-No.: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Homepage: \_\_\_\_\_

Registration-Code: \_\_\_\_\_

Place of Jurisdiction: \_\_\_\_\_

D-U-N-S®-No.: \_\_\_\_\_

Foundation (Year): \_\_\_\_\_

Part of a Group? Name: \_\_\_\_\_

Subsidiaries? Name(s): \_\_\_\_\_

- Production Company       Trading Company       Service Company

Please give a brief description of your company's purpose and strategy:

What are your main products / services?

Please give a brief description of your product's main contents (Dimensions, Materials etc.):

Please give an overview of your production machines (Type, Brand, Age).  
 (Please add the list as separate appendix)



**2. Commercial Data**

**Turnover of past three years**

Year	Turnover [TEUR]	Turnover with IMO [TEUR]

**Please name at least three main reference customers**

Name of Customer	% of Turnover

Do you have export expertise?

Yes       No

Name of countries?

**3. Number of employees in the past three years**

Year	Number of employees	Shift model

**4. Name of contacts**

	Name	Ext.	E-Mail
Top Management			
Head of Sales			
Head of Production			
Head of R&D			
Head of QM			
Head of Accounting / Finances			
Head of Logistics			
Head of Purchasing			



**5. Details of your Quality Management System**

Is your company certified to an established international standard? (Please provide copies)

- ISO 9001
- ISO TS 16949, QS 9000, VDA
- Others:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Planned until:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Planned until:

The Head of QM reports to?

**In case you are currently NOT certified to one of the standards mentioned above:**

Do you follow a written Quality Policy?

Do you use preventive QA-Methods, e.g. FMEA, SPC or else?

Are there regulations for the monitoring of your measuring tools?

Are there regulations for the steering and management of documents?

Are the responsibilities and authorities of the employees stipulated in written form?

Is there a planning and implementation of system for quality tests?

Are production data and testing results documented?

Are your employees acquainted with providing certificates according to customer specifications?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No

**6. Environmental protection, Labor Safety and Code of Conduct**

Is your company certified to ISO 14001?

Is your company certified to ISO 50001?

Is your company certified to OHSAS 18001?

Other certifications:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Planned until:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Planned until:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Planned until:

Are Labor Safety and Labor protection part of your Management System?

Does your company follow a written Code of Conduct?

Have you agreed on a Code of Conduct with your business partners?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No

**In case you are currently NOT certified to one of the standards mentioned above:**

Does your company follow written Environmental Policy?

Does your company track targets for improvement of the environment?

Does your company follow a written Energy Management Policy?

Does your company track targets for improvement of the energy efficiency?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Yes	<input type="checkbox"/> No



**7. Insurances**

Does your company have a product of liability insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, max. amount of coverage in MEUR:		
Do you have a public liability insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, max. amount of coverage in MEUR:		
Do you have a business / production interruption insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, max. amount of coverage in MEUR:		
Do you have a credit insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, which insurance company?		

**8. Financial Self Assessment**

Could your company provide a financial self-assessment?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
(Please add copy as separate appendix) If yes, which rating agency?		

**Thank you!**

**These questions were answered by:**

Place / Date:	Name / Signature / Company Stamp / Department / Function:
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