

SHAH PROMOTERS & DEVELOPERS		Annexure
Title : Procedure for supplier rating		
Rev. No.:01	Issue No.: 01	DOC NO.: SPD/PUR/ANX/01
Origin Date :01/04/2009	Issue Date :12/03/2013	PAGE NO.: 01 of 02

PERIODIC PERFORMANCE MONITORING:

- For the supplier whose products/ service are going to affect final quality of the products the rating is carried out **Three Monthly.**
- The rating is calculated according to the percentage of the accepted material in the certain period. Purchase In – charge maintains the suppliers rating records.
- Supplier rating is calculated as per following table.
- The supplier shall be asked for plan for improvement. If the supplier rating does not improve for next five months period, he shall be disqualified and approved supplier list shall be updated.
- The approved list of supplier is updated every quarterly.
- The supporting service agencies are selected from time to time.
The basis of selection may be Reputation of the service agency, relevant experience.
- The service agencies may be for internal audits, training, continual improvement & other services such as for calibration / transportation indentified from time to time.

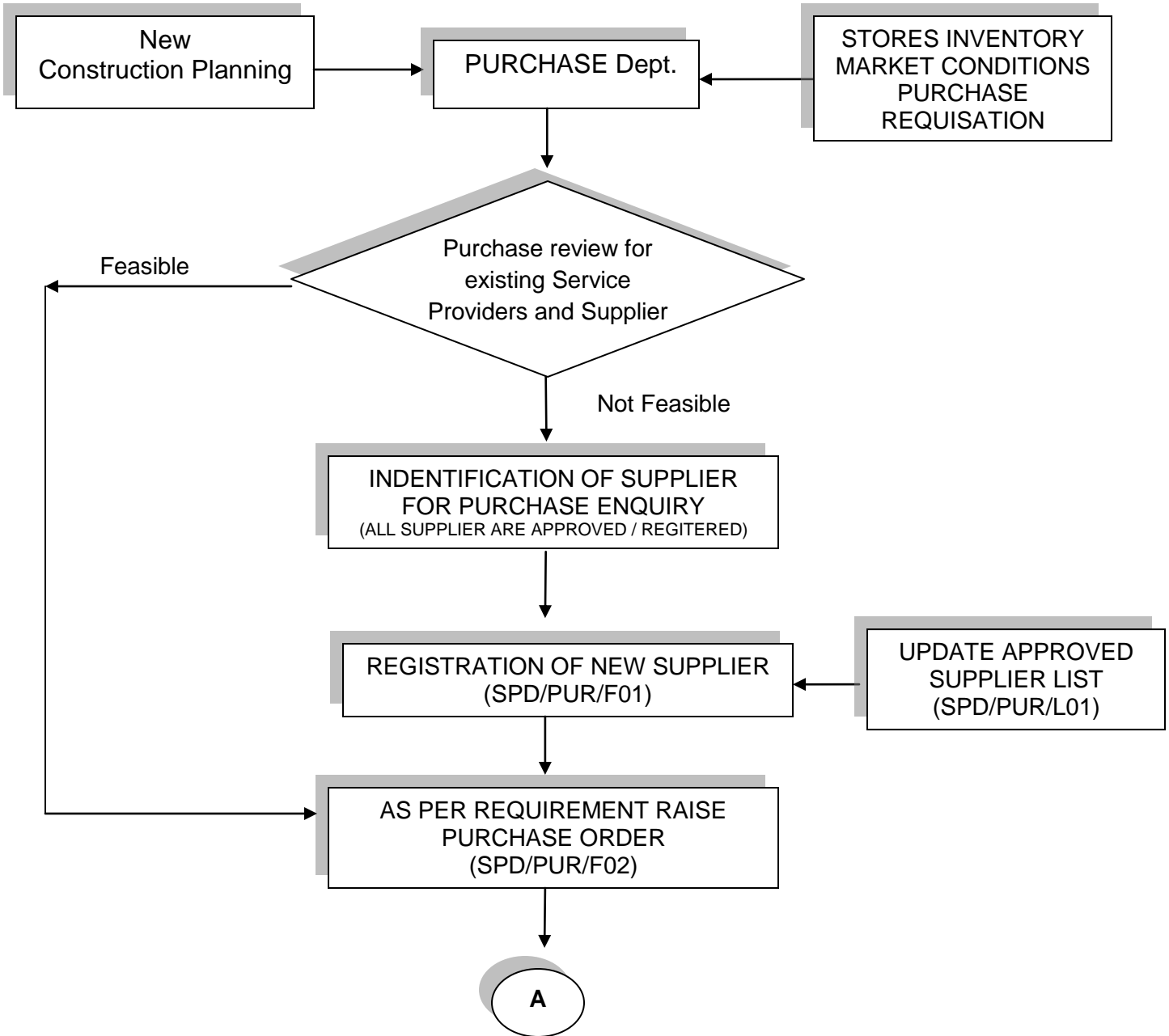
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QUALITY RATING (QR.)	$\frac{[(Q1-Q3) - 0.5 (Q4)]}{Q1} * 100$	Q3 = Quantity Rejection
		Q4 = Quantity Accepted Under concession
		Q1 = Total Quantity received
DELIVERY RATING (DR.)	$\frac{Q1 * A}{Q} * 100$	Q1 = Quantity received
		Q = Quantity Scheduled
		A = Multiplication factor A = 1 on time delivery A = 0.75 for delays 1 – 5 days A = 0.50 for delays 5 – 10 days A = 0.25 for delays of more than 10 days
OVERALL RATING	0.6 (QR) + 0.4 (DR)	QR = Quality Rating DR = Delivery Rating
RATING CRITERIA	90 % & above	Excellent
	80 to 90%	Good
	70 to 80%	Need improvement
	Below 70%	Needs investigation & supplier Re Evaluated

Details Of Latest Changes : Nil	Basis For Latest Changes :First Issue
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PREPARED BY: Dept. In Charge	APPROVED BY : Partner
SIGNATURE:	SIGNATURE:

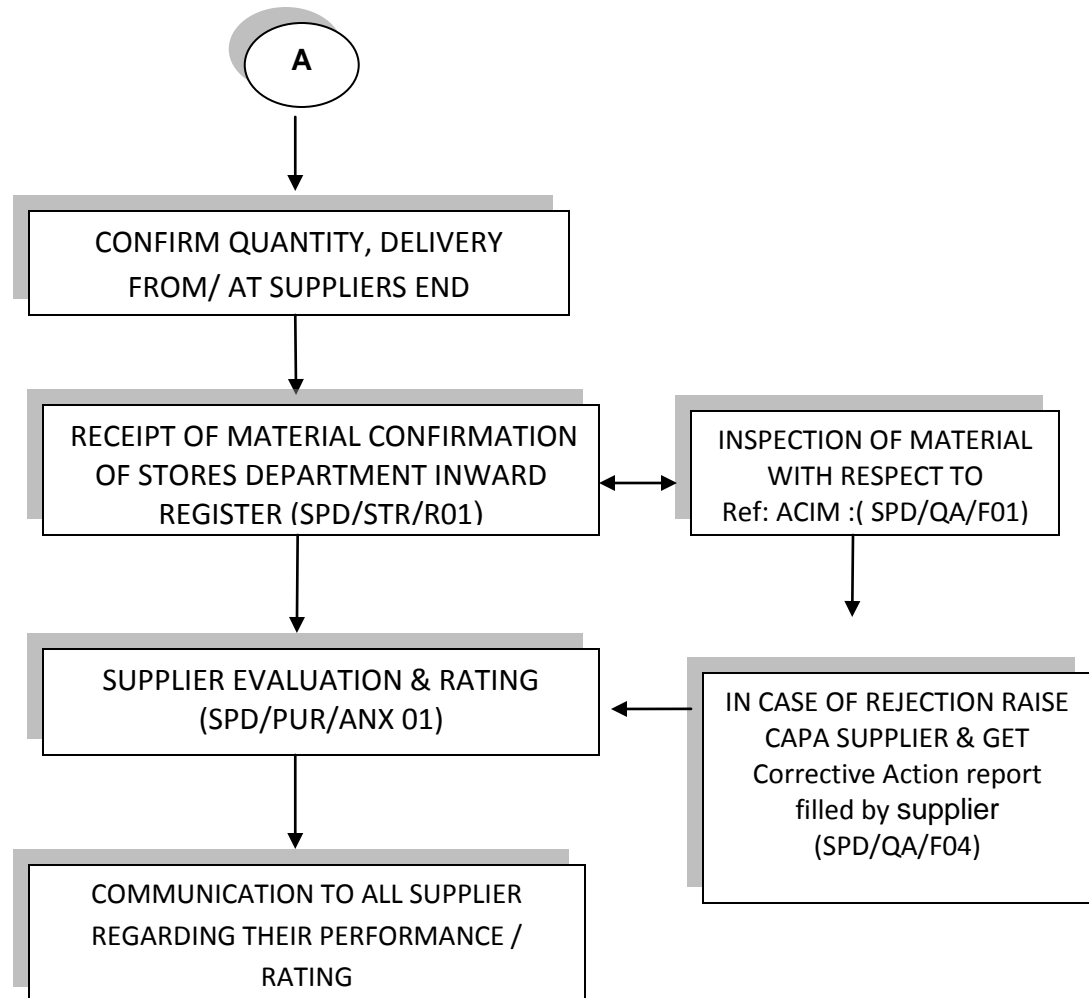
SHAH PROMOTERS & DEVELOPERS		Quality System Procedure
Title : PURCHASE PROCESS FLOW CHART		
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DETAILS OF LATEST CHANGES : NIL	BASIS FOR LATEST CHANGES :FIRST ISSUE
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NOTE:

- Supplier evaluation / Rating is carried out quarterly as per approved suppliers list will be up dated yearly as per registration.
- If any change in scope of supply of approved supplier shall be reviewed and reapproved
- MD in coordination with PUR Incharge will approve all supplier and subcontractor
- Supporting documents i.e. Supplier Invoices, bills test reports etc are filed.

DETAILS OF LATEST CHANGES : NIL	BASIS FOR LATEST CHANGES :FIRST ISSUE
PREPARED BY: Dept. In Charge	APPROVED BY : Partner
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