

Supplier evaluation process

The supplier evaluation process is used to evaluate each supplier / supply, in order to maximize the positive points and minimize the negative points.

For Construction project suppliers the evaluation is performed at the end of the project and can be extend to the warranty and O&M phases (if O&M contact is achieved). Other suppliers are evaluated per supply, nevertheless, service suppliers whose contracts extend beyond one year in duration must be evaluated periodically during the contract on a yearly basis.

Suppliers are evaluated according to their supply typology (Materials, Services, or Materials & Services) and the performance evaluation criteria are as follows:

Quality, Safety and Environment (compliance with Votalia requirements, work incidents / environmental incidents performance, prevention of non-conforming material/services, response level to non-conformities/complaints)

Logistics (delivery lead time, deviations, fulfillment of agreed deadlines, purchase and logistic documentation quality, packaging conditions, communication and fast response to problem solving)

Procurement (RFQ completion till due date, price level, flexibility and transparent communication, contract negotiation, financial robustness)

Technical (support, completion of material datasheets, proactivity to present different technical solutions, expertise level and product reliability, fulfillment of Votalia's technical specifications, flexibility to modify and adapt in case of technical revisions)

O&M (Level 1 and 2 maintenance training, after sales support, response time in case of failures, spare parts availability and delivery time)

As an output of the supplier evaluation, a hierarchy is given to highlight suppliers with a better performance and, in the opposite, to limit the business with suppliers that are not corresponding with the Votalia expectations and requirements.

Score is given in a scale of 1 (lowest) to 10 (highest) according to the below matrix:

Score | Evaluation result

=< 5 | Limited Business

>5 et =< 7 | Standard

>7 et =< 9 | Relevant

>9 | Strategic

Procurement Department ensure that the evaluation criteria, along with the evaluation results are communicated to the supplier. This communication must be at least preformed on a yearly basis (if supply on the previous time period occurred).