

**Annexure**  
**Questionnaire**

1) Keeping in view your paint supply contract with BHEL-Trichy, the following are the criterion parameters expected from the Purchasing department.

Please indicate  $\checkmark$  mark on the appropriate statement which you feel correct.

<b>Sl.No</b>	<b>Criterion Parameters</b>	<b>Opinion</b>
<b>a)</b>	Adequate lead time	
<b>b)</b>	Complete documentation (drawings, specifications)	
<b>c)</b>	Firm schedules	
<b>d)</b>	Process training & support to developmental activities	
<b>e)</b>	Vendor registration & Evaluation process	
<b>f)</b>	Access to supplier technology	
<b>g)</b>	Communication regarding paint quality requirements	
<b>h)</b>	Delivery schedules	
<b>i)</b>	Payment of Bills	
<b>j)</b>	Inspection requirements on Your quality of paint supply	

Please Indicate your need / expectations from BHEL Purchasing department other than indicated above (a to j)

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

2) How do you prioritize your need / expectations from BHEL-Trichy Purchasing department based on your importance ?

Please indicate  $\checkmark$  mark on the appropriate statement which you feel correct.

Sl.No	Criterion Parameters	Response Level :		
		Most Important 3	Moderate Importance 2	Least Important 1
a)	Adequate lead time			
b)	Complete documentation (drawings, specifications)			
c)	Firm schedules			
d)	Process training & support to developmental activities			
e)	Vendor registration & Evaluation process			
f)	Access to supplier technology			
g)	Communication regarding paint quality requirements			
h)	Delivery schedules			
i)	Payment of Bills			
j)	Inspection requirements on your quality of paint supply			

3) what do you feel about the current performance level of BHEL-Trichy Purchasing department.

Please indicate  $\surd$  mark on the appropriate statement which you feel correct.

SL.No	Criterion Parameters	Response level :					
		Good = 5					
		Adequate = 3					
		Poor / Inadequate		Adequate		Good	
		0	1	2	3	4	5
a)	Adequate lead time						
b)	Complete documentation (drawings, specifications)						
c)	Firm schedules						
d)	Process training & support to developmental activities						
e)	Vendor registration & Evaluation process						
f)	Access to supplier technology						
g)	Communication regarding paint quality requirements						
h)	Delivery schedules						
i)	Payment of Bills						
j)	Inspection requirements on your quality of paint supply						

4) Indicate the level of performance expected by you from the BHEL-Trichy purchasing department:

Please indicate  $\checkmark$  mark on the appropriate statement which you feel correct.

Sl.No	Criterion Parameters	Response level :					
		Good = 5					
		Adequate = 3					
Poor / inadequate = 0							
		Poor / Inadequate			Adequate		Good
		0	1	2	3	4	5
a)	Adequate lead time						
b)	Complete documentation (drawings, specifications)						
c)	Firm schedules						
d)	Process training & support to developmental activities						
e)	Vendor registration & Evaluation process						
f)	Access to supplier technology						
g)	Communication regarding paint quality requirements						
h)	Delivery schedules						
i)	Payment of Bills						
j)	Inspection requirements on your quality of paint supply						

5) How do you feel about the possible occurrence of difficulty, if the most important expectations are implemented ?

Please indicate  $\checkmark$  mark on the appropriate statement which you feel correct.

Sl.No.	Criterion Parameters	Difficulty :					
		Impossible = 0 Moderate = 3 Easy = 5					
		Impossible			Moderate		Easy
		0	1	2	3	4	5
a)	Adequate lead time						
b)	Complete documentation (drawings, specifications)						
c)	Firm schedules						
d)	Process training & support to developmental activities						
e)	Vendor registration & Evaluation process						
f)	Access to supplier technology						
g)	Communication regarding Paint quality requirements						
h)	Delivery schedules						
i)	Payment of Bills						
j)	Inspection requirements on your quality of paint supply						

6) Identify the actions needed to improve BHEL-Trichy Purchasing department's performance:

**For Example :**

Sl.No	Criterion Parameters	Actions Required
a)	Adequate lead time	1) Get updated lead time from suppliers 2) Update computer systems
b)	Complete documentation (drawings, specifications)	1) Clear simplified dimensioned drawings 2) Exact specifications 3) Timely supply of revised drawings
c)	Firm schedules	1) Firm loading with long term relationship 2) Delivery schedule considering supplier capabilities

Kindly write the actions needed to improve the Purchasing department's Performance considering the above example :

SLNo	Criterion Parameters	Actions Required
a)	Adequate lead time	1).----- 2).----- 3).-----
b)	Complete documentation (drawings, specifications)	1).----- 2).----- 3).-----
c)	Firm schedules	1).----- 2).----- 3).-----

<b>d)</b>	Process training & support to developmental activities	1).----- 2).----- 3).-----
<b>e)</b>	Vendor registration & Evaluation process	1).----- 2).----- 3).-----
<b>f)</b>	Access to supplier technology	1).----- 2).----- 3).-----
<b>g)</b>	Communication regarding Paint quality requirements	1).----- 2).----- 3).-----
<b>h)</b>	Delivery schedules	1).----- 2).----- 3).-----
<b>i)</b>	Payment of Bills	1).----- 2).----- 3).-----
<b>j)</b>	Inspection requirements on Your quality of paint supply	1).----- 2).----- 3).-----

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