PREAWARD SURVEY PROSPECTIVE CONTRACTOR QUALITY ASSURANCE

SERIAL NO. *(For surveying activity use)*

OMB No.: **9000-0011**
Expires: 06/30/2013

PROSPECTIVE CONTRACTOR

Public reporting burden for this collection of information is estimated to average 24 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVR), Federal Acquisition Policy Division, GSA, Washington, DC 20405.

SECTION I - RECOMMENDATION

1. RECOMMEND: ☐ AWARD ☐ NO AWARD *(Provide full substantiation for recommendation in 4. NARRATIVE)*

2. IF PROSPECTIVE CONTRACTOR RECEIVES AWARD, A POST AWARD CONFERENCE IS RECOMMENDED. ☐ YES ☐ NO

3. AN ON-SITE SURVEY WAS PERFORMED. ☐ YES ☐ NO

4. NARRATIVE

IF CONTINUATION SHEETS ATTACHED - MARK HERE ☐

5. SURVEY MADE BY			6. SURVEY REVIEWING OFFICIAL		
A. SIGNATURE		B. DATE SIGNED	A. SIGNATURE		B. DATE SIGNED
C. NAME			C. NAME		
D. OFFICE			D. OFFICE		
E. AREA CODE	F. TELEPHONE NUMBER	G. EXT.	E. AREA CODE	F. TELEPHONE NUMBER	G. EXT.

SECTION II - COMPANY AND SOLICITATION DATA

1. BRIEFLY DESCRIBE HOW QUALITY ASSURANCE RESPONSIBILITIES ARE ACCOMPLISHED.

2. QUALITY ASSURANCE OFFICIALS CONTACTED

A. NAME	B. TITLE	C. YEARS OF QUALITY ASSURANCE EXPERIENCE

3. APPLICABLE CONTRACT QUALITY REQUIREMENTS

A. NUMBER	B. TITLE	C. TAILORING *(If any)*

4. ☐ IDENTICAL OR ☐ SIMILAR ITEMS HAVE BEEN ☐ PRODUCED, ☐ SUPPLIED, OR ☐ SERVICED BY PROSPECTIVE CONTRACTOR

(If similar items, identify:)

SECTION III - EVALUATION CHECKLIST

STATEMENTS			YES	NO
1. These items (where applicable to the contract) are understood by the prospective contractor.	A.	Exhibits, technical data, drawings, specifications, and approval requirements.	☐	☐
	B.	Preservation, packaging, packing, and marking requirements.	☐	☐
	C.	Other *(Specify)*	☐	☐
2. Records available indicate that the prospective contractor has a satisfactory quality performance record during the past twelve (12) months for similar items.			☐	☐
3. Used, reconditioned, or remanufactured material and former Government surplus material will be furnished by the prospective contractor. *(If Yes, explain in Section I NARRATIVE)*			☐	☐
4. Prospective contractor will require unusual assistance from the Government. *(If Yes, explain in Section I NARRATIVE)*			☐	☐
5. Did prospective contractor fulfill commitments to correct deficiencies, as proposed on previous surveys, when awarded that contract? *(If No, explain in Section I NARRATIVE)*			☐	☐
6. Quality verification personnel	NUMBER SKILLED	NUMBER SEMI-SKILLED		
7. Quality verification to production personnel ratio.		RATIO :		
THE FOLLOWING ARE AVAILABLE AND ADEQUATE. *(If not applicable, show "N/A" in "Yes" column.)*				
8. Inspection and test equipment, gauges, and instruments for first article and production *(including solicitation specified equipment)*.			☐	☐
9. Calibration/metrology program.			☐	☐
10. Quality system procedures and controls.			☐	☐
11. Control of specifications, drawings, changes and modifications, work/process instructions.			☐	☐
12. System for determining inspection, test and measurement requirements.			☐	☐
13. Purchasing: Processes for selecting qualified suppliers and assuring the quality of purchased materials.			☐	☐
14. Product identification, segregation, traceability, and maintenance.			☐	☐
15. Government furnished property controls.			☐	☐
16. Process controls.			☐	☐
17. Nonconforming product: System for timely identification, disposition, correction of deficiencies, and corrective and preventative action.			☐	☐
18. Preservation, storage, packaging, packing, marking, and delivery controls.			☐	☐
19. Records *(such as: inspection, test, status, corrective actions, calibration, etc.)*			☐	☐
20. Controls for investigation of customer complaints and correction of deficiencies.			☐	☐
21. Design controls system.			☐	☐
22. Computer software *(deliverable and/or non-deliverable)* quality assurance program.			☐	☐
23. Management review and internal quality audits.			☐	☐
24. Quality assurance training program.			☐	☐
25. Installation and servicing quality assurance program.			☐	☐
26. Statistical techniques.			☐	☐