



**Burckhardt
Compression**

Supplier Quality
Manual

Content

Foreword from Managing Director

1. Burckhardt Compression - Overview
2. Quality Policy
3. Doing business with Burckhardt Compression India
4. Supplier Registration process
5. Supplier Qualification process
6. Quality Contract
7. Supplier Performance Measurement and feedback process
8. Supplier Excellence process
9. Ordering System
10. Logistic Systems
11. Receiving Systems
12. Payment Systems
13. BCP Property
14. Code of conduct
15. Environment and Safety
16. Confidentiality
17. Acronyms
18. Annexure A- List of forms/formats



Foreword from Managing Director

Dear Business Partner,

Since acquiring the compressor business of Sulzer India in 2005, with the support of its business partners and associates, Burckhardt Compression India has grown nearly fourfold in sales.

We have now embarked on an ambitious vision “Sankalp” to reach INR 4 Billion by 2014, aided by growth in existing markets, addition of new products and foray into international markets.

To achieve this, it is imperative that both of us need to take our operational excellence to global benchmarks. At BCP, we have been implementing Lean projects to eliminate waste, reduce cycle times and increase velocity of production. However, these objectives can be achieved only when the entire supply chain is integrated.

The purpose of Supplier Manual is to bring clarity on expectations, introduce you to the processes planned at BCP and most importantly, to achieve the objectives of Lean.

We hope we will both benefit from this initiative and look forward to your suggestions for continual improvement of the process.

Together, we will be a winning team!

With best regards,
Narasimha Rao

Pune,
July 26, 2010

1. Burckhardt Compression–Overview

Burckhardt Compression is one of the world's largest manufacturers of reciprocating compressors. The company is recognized as the only compressor manufacturer of a complete range of Laby ® (Lybyrith piston), process gas, Hyper, Laby-GI (fuel gas) and standard high pressure compressors. The compressors are engineered and manufactured in the company's own works in Winterthur-Switzerland and Pune-India. Burckhardt Compression's global sales and service network consists of 13 subsidiaries and over 42 representatives.

The company is recognized as the global technology leader in the compressor world. As an OEM with over 160 years of experience in developing, engineering and manufacturing compressors, Burckhardt Compression is committed to reliability and quality.



1.1 Products manufactured in India

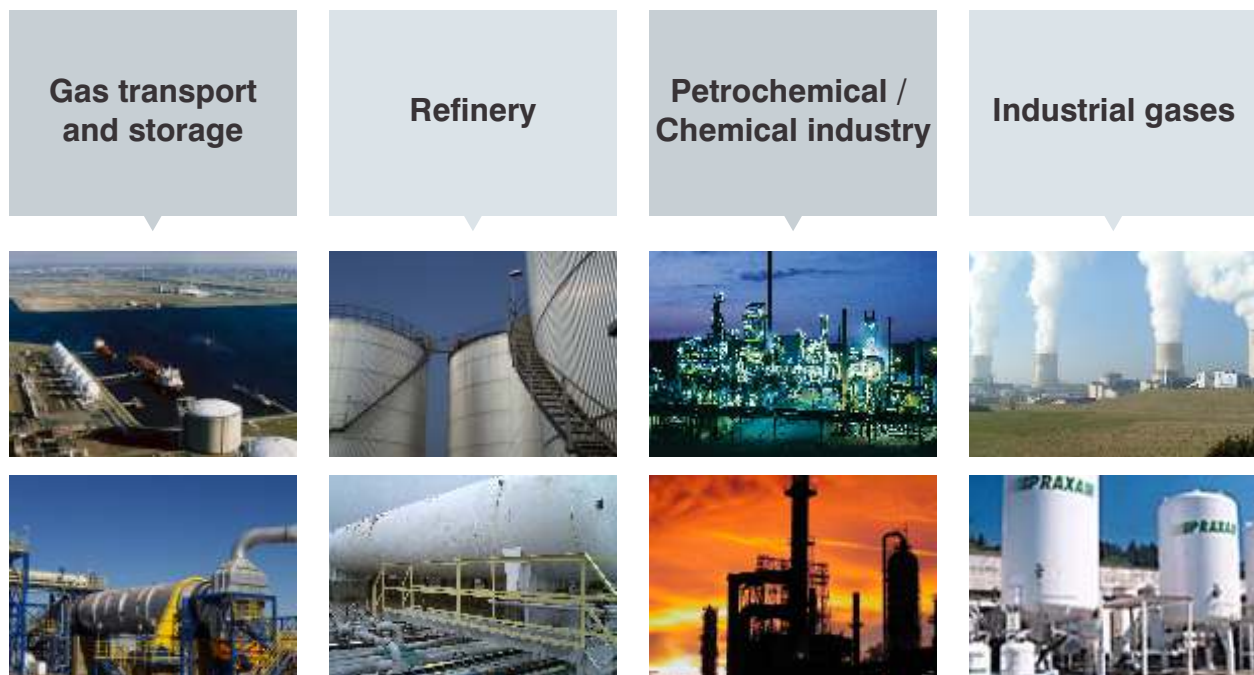
- Standard high pressure compressors
- Labyrinth piston compressors
- Process compressors
- Service, maintenance, revamp and repair of compressors

1.2 Market segments

- Industrial gases
- Gases transportation and storage
- Refinery
- Petrochemical / Chemical Industry
- Special Applications

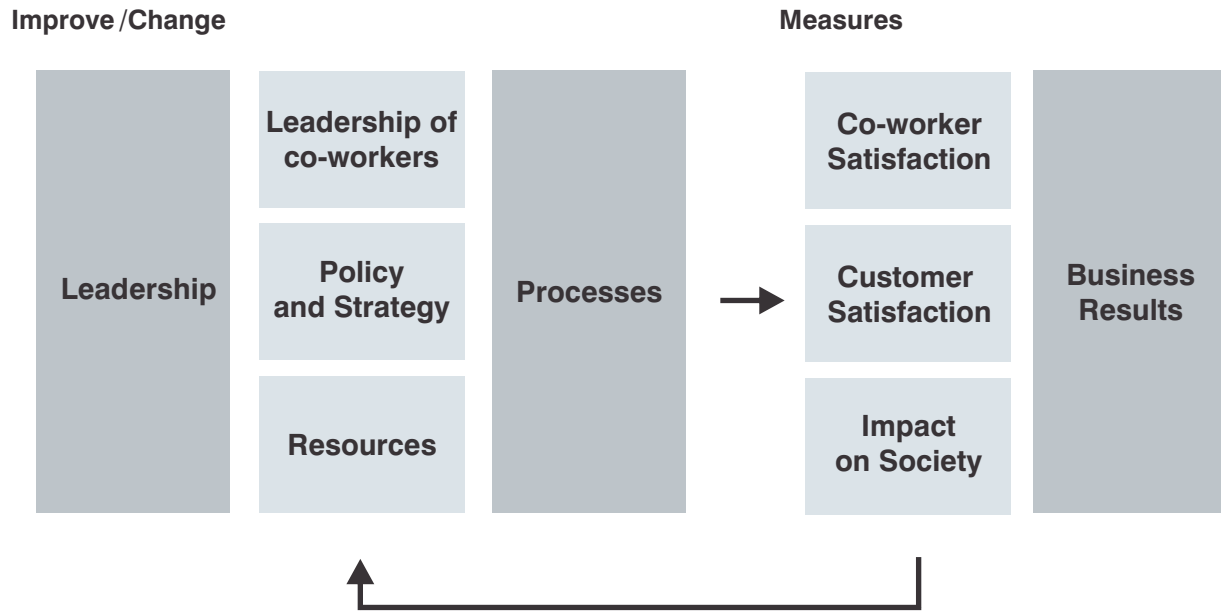
1.3 Typical Applications

- Air separation plants to produce industrial gases (oxygen, nitrogen)
- Compression of hydrogen for refineries
- Compression of hydrocarbon gases for plastic production
- Gas transportation and storage



2. Quality Policy

The management of Burckhardt Compression is convinced of continuous improvement and has established the EFQM model as a management tool.



Through continuous improvement of leadership, leadership of co-workers, policy and strategy, processes and resources, we strive to increase the value for the various stakeholders of Burckhardt Compression, such as customers, shareholders, employees, society and environment.

3. Doing business with Burckhardt Compression India (BCP)

BCP aims for long term relationship with suppliers who shall deliver best quality parts and services at the most competitive cost.

BCP believes in proactive Supplier Quality Improvement. The Strategy is to prevent the manufacture and use of non-conforming materials and parts to benefit BCP, the supplier and BCP customers.

Our suppliers shall be dedicated to continual improvement in their operations aimed at cost reduction, waste elimination, quality & productivity improvements.

BCP considers all their suppliers who believe in quality as a way of life as Business Partners.

BCP beliefs

Supplier and BCP must remain independent and they must respect one another's independence, in order to maintain a relationship of trust grounded in open market rules.

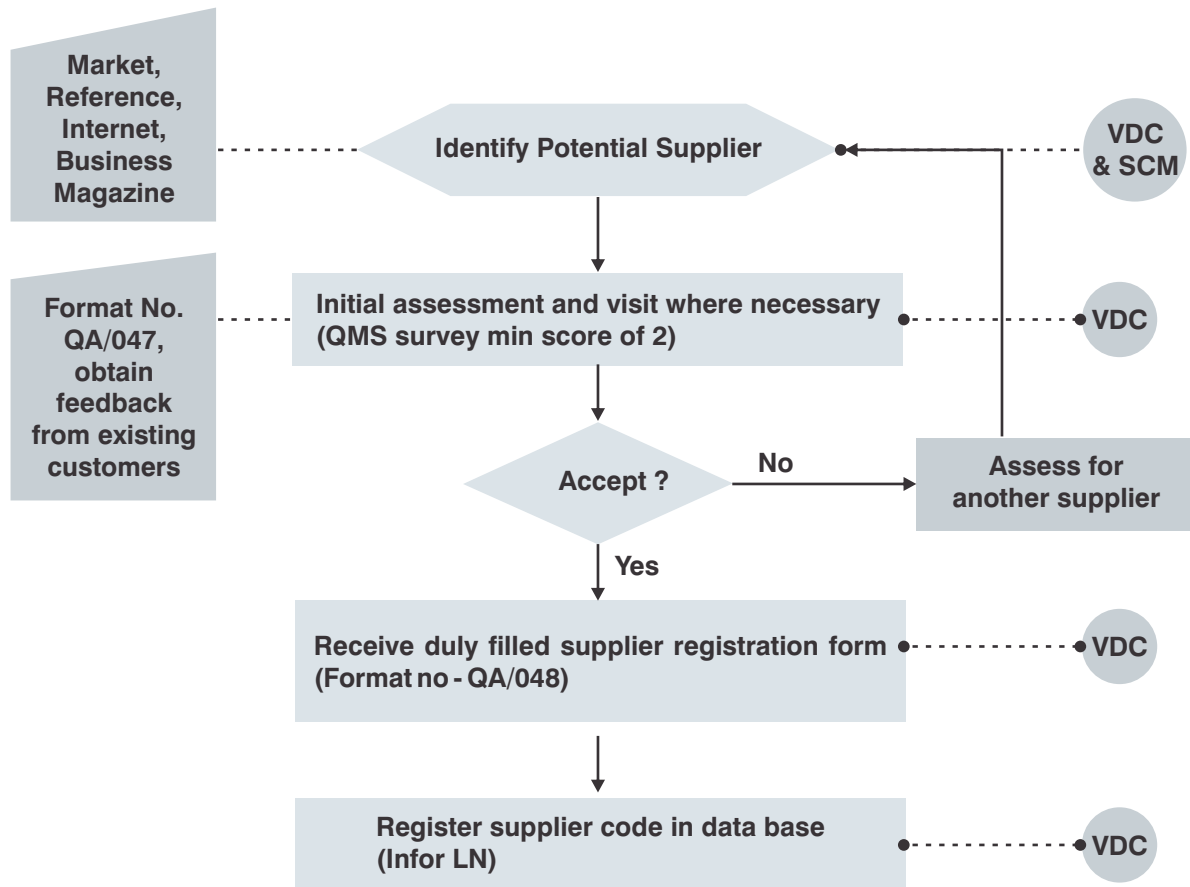
Before a supplier and BCP enter into relationship, they should adopt a suitable contract concerning quality, quantities, prices, delivery terms and payment methods.

BCP is responsible for accuracy and adequacy of information and specifications intended for the supplier, so that supplier understands what is required.

Both the parties are obliged to exchange information necessary for obtaining the best level of quality control .

In our dealings with one another, the supplier and BCP must always keep the needs of the ultimate customer firmly in mind.

4. Supplier Registration Process

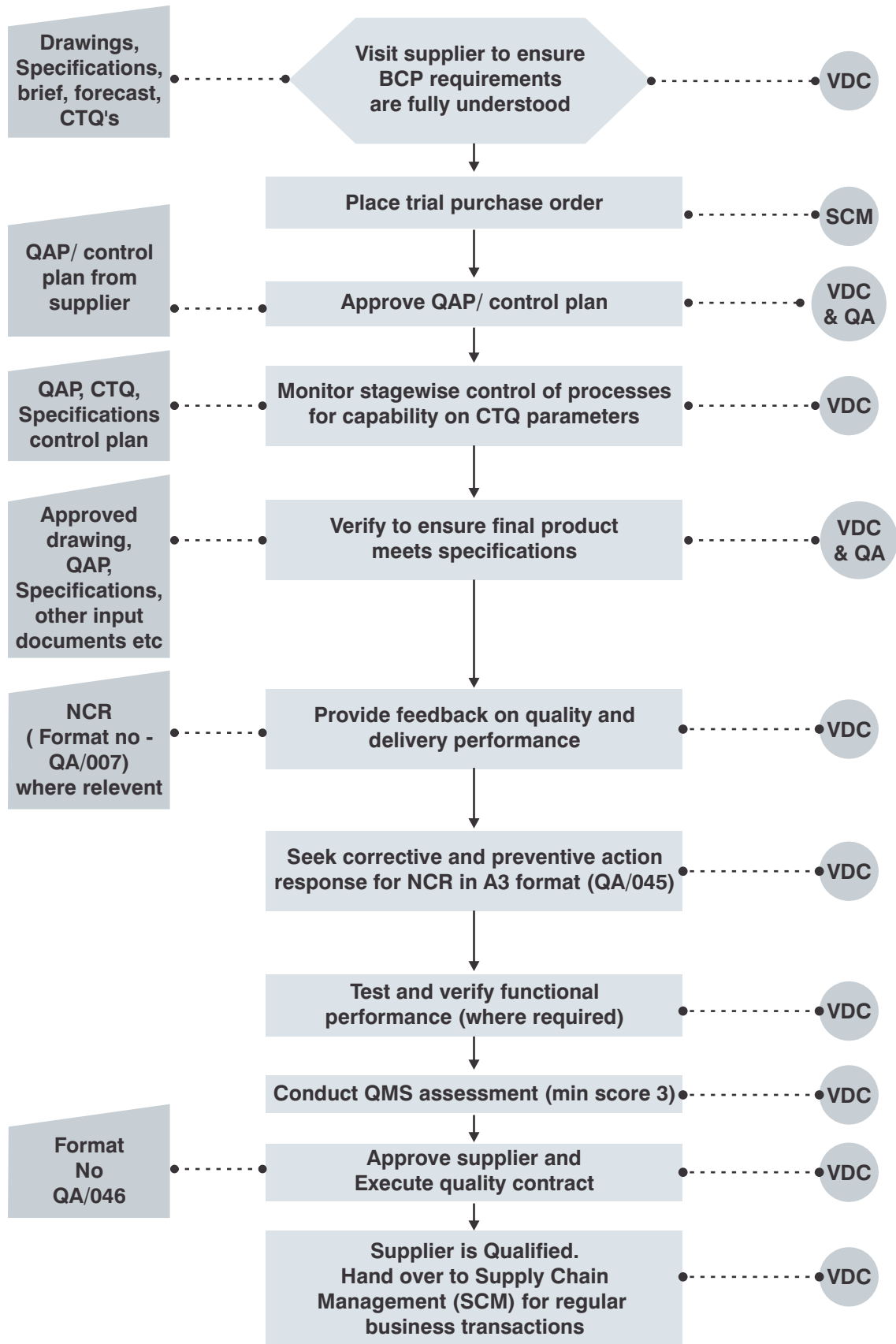


After the supplier has been registered, BCP adopts a systematic and rigorous evaluation to ensure that the chosen supplier has the capability to meet BCP's quality standards.

The Qualification and Excellence Process is designed to eliminate the need for routine receiving inspection at BCP, while relying on supplier's effective use of Process Control.

The flow chart below describes the process of qualification. It is applicable only for some suppliers.

5. Supplier Qualification Process

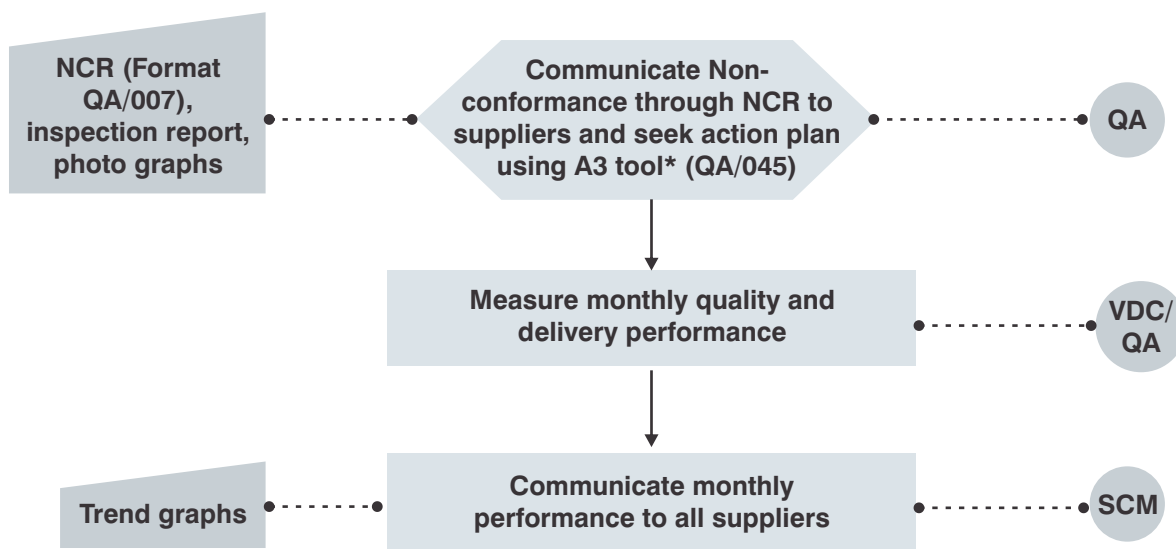


6. Quality Contract

BCP quality contract is a documented commitment between BCP and supplier towards the procurement of quality product. The agreement specifies the rights and obligations of both BCP and supplier in order to achieve mutual understanding needed for the development of the successful quality partnership. (See Annexure A). This will be executed on BCP letterhead.

7. Supplier Performance Measurement and feedback Process

BCP expects its supplier to work on process of continuous performance improvement. To facilitate this BCP has adopted the process described below.

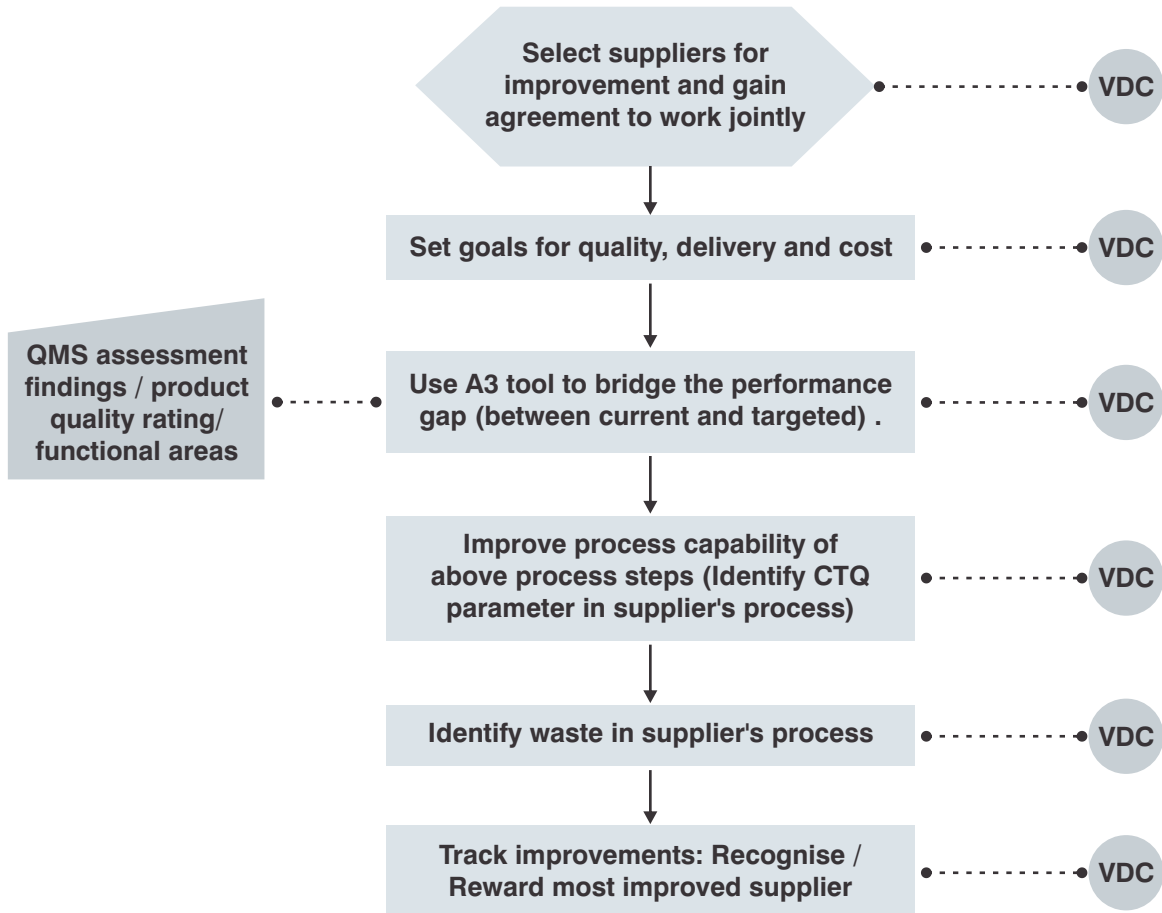


- * The supplier is expected to do root cause analysis and corrective / preventive actions using A3 tool (structured approach for problem solving) and send back to BCP for information within a week.

BCP will monitor effectiveness of preventive actions and reserves the right to hold up future supplies.

8. Supplier Excellence Process

The qualification process is a beginning of long term relationship in a journey of excellence. The flow chart below describes the path to excellence.



9. Ordering System

9.1 Kanban items

- BCP- SCM shall raise blanket purchase order for the parts falling under "Two bin kanban system."
- As the material in the first bin gets consumed, an automatic order will be triggered through a Delivery order (Annexure-A) released by BCP-Stores.
- Supplier shall replenish the bin as per the quantity and within the lead time specified in delivery order.

9.2 PRP (Project Specific) items

- BCP SCM shall release purchase orders (Annexure-A) for PRP items which are project specific.
- These orders shall be monitored based on BCP project schedules by the respective buyer.

9.3 Sub-contract orders

- These orders shall be raised for any sub-contract operation to be processed as per BCP drawings / specifications.

9.4 Service orders

- These orders shall be raised for seeking services from various agencies to concerned departments.

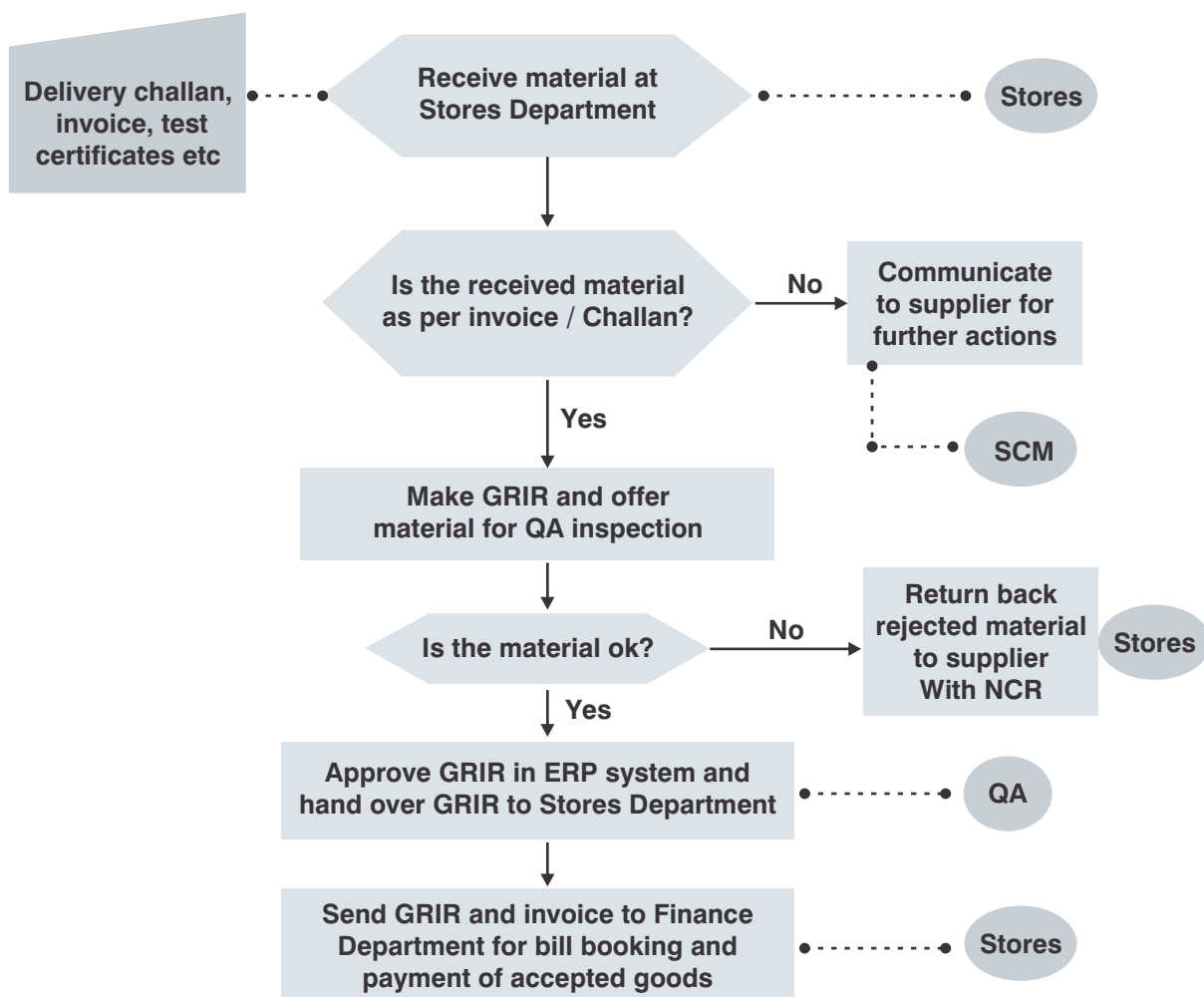
9.5 Order acknowledgment

- Supplier shall acknowledge BCP's Purchase Order stating scope of supply and schedule for the supply. The acknowledgment is expected to be received promptly.

10. Logistics System

- Material will be received at BCP stores between 9.00 a.m. and 4.00 p.m. on working days.
- All shipments must be shipped on time and in accordance with instructions specified in Purchase Order / Quality Contract.

11. Receiving System



12. Payment System

- The payment process is triggered only when the supply is completed in all aspects, viz.- quality, quantity, all the documentation like test certificates, declaration, invoices and other statutory requirements.
- All payments shall be done through RTGS as per agreed payment terms.
- Payments are released every Friday or latest next working day.
- Each payment cycle covers payments due till next Wednesday
- Cheque payments attract a processing charge of Rs. 200 per instrument
- Vendors are intimated by e-mail with payments and details of invoices
- Below is a illustration of how the due dates for payment is calculated where the credit period is 30 days from receipt of material.

	Scenario1 (GRIR approved in the same month as invoice date)	Scenario 2 (GRIR approved in the next month as invoice date)	Scenario 3 (GRIR approved even later)
Invoice Date	18-May-10	18-May-10	18-May-10
GRIR Date	20-May-10	20-May-10	20-May-10
GRIR Approval Date	23-May-10	5-Jun-10	5-Jul-10
Bill Booking Date	20-May-10	1-Jun-10	1-Jul-10
Due Date	19-Jun-10	5-Jul-10	4-Aug-10
Payment Date	19-Jun-10	30-Jun-10	30-Jul-10

"If the vendor makes the right delivery with the right quality and accompanied by the right documentation the payment will be made on the due date"

13. BCP Property

BCP property includes drawings, toolings, pattern equipments, jigs & fixtures, measuring instruments, etc.

Supplier shall establish the system for,

- Identifying BCP property
- Verification of BCP property
- Protecting and preserving BCP property

If BCP'S property is lost, damaged or otherwise found to be unsuitable for use , the supplier shall report this to BCP and maintain records. Supplier shall give confirmation of BCP's assets in his custody once at the end of each financial year or as and when required by BCP.

14. Code of conduct

- Supplier's plant shall be in compliance with all other applicable laws, rules and regulations of their countries.
- Supplier shall employ workers who meet the applicable minimum legal age requirement. Suppliers must also comply with all other applicable labour laws. Supplier shall not use any forced, prisoner or indentured labour.
- The offering or acceptance of bribes and other illegal payments subverts the very essence of competition and erodes the moral fibre of those involved. Such activities are not condoned and will not be tolerated.
- Any supplier who violates this policy, risks immediate loss of all existing and future business from BCP.

15. Environment and Safety

The supplier must meet the legal and regulatory requirements while operating their facilities. It is the supplier's responsibility to determine and effectively implement appropriate measures that are required by national and locally applicable laws & regulations.

Records of compliance to applicable legal and regulatory requirements are to be provided to BCP on request.

16. Confidentiality

All information, knowledge or data relating to BCP, financial information, pricing methods or strategies, existing and potential customers, market studies, plans and strategies, new product plans, information regarding customer contracted products, projects under development and related product information, product manufacturing methods or processes, product design, specifications, sources of supply for product components shall be the exclusive property of BCP. On the same lines, BCP shall also respect and maintain confidentiality of all the proprietary and business information of the supplier. Both parties will jointly sign and abide by the terms and conditions of confidentiality agreement.

17. Acronyms

BCP	Burckhardt Compression (India) Pvt. Ltd. Pune
CTQ	Critical to quality
EFQM	European Forum for Quality Management
NEFT	National Electronic Fund Transfer
QAP	Quality Assurance Plan
NCR	Non Conformity Report
PRP	Project Requirement Planning
QA	Quality Assurance
QMS	Quality Management System
RTGS	Real Time Gross Settlement
VDC	Vendor Development Cell
SCM	Supply Chain Management

18. Annexure A- List of BCP Forms / Formats

1. Supplier Registration Form (QA/048)
2. QMS Survey Form (QA/047)
3. Purchase Order (MTL 004)
4. Non Conforming Report (QA/007)
5. A3 Problem Solving Tool (QA/045)
6. Quality Contract (QA/046)
7. Delivery order



Burckhardt Compression

Vendor Code Allotted

SUPPLIER REGISTRATION FORM

1 Name of the Company :

2 Office Address :

City : Pincode :

State : Country :

Working Time : Lunch Hours :

Telephones :

Fax : Weekly Off :

E-mail / Internet :

Contact Person : Designation :

3 Works Address :

City : Pincode :

State : Country :

Working Time : Lunch Hours :

Telephones :

Fax : Weekly Off :

E-mail / Internet :

Contact Person : Designation :

4 Address for Correspondence : Office / Works (Tick whichever is applicable)

5 Nature of Company :

Public Ltd.	Pvt. Ltd.	Partnership	Proprietor	Govt. U/T
-------------	-----------	-------------	------------	-----------

6 Names of Directors : _____

7 Sales Tax Regn. No. : C.S.T. No. _____ dt. _____

L.S.T. No. _____ dt. _____

PAN No. _____ dt. _____

Service Tax No. _____ dt. _____

8 Excise Regn. No. : _____ ECC No. : _____

Excise Range : _____ Division : _____

9 Is Octroi applicable : Office address : Yes / No Works address : Yes / No

10 Other Customers : Customer _____ City _____ Telephone _____

11 Year of Business Commencement :

12 Business Outline : e.g. manufacturing / trading / sub-contracting / services and types of product etc.

13 Business Area : Own Rented Covered Shed Area : Sq. Mtr.
 Capacity of Shop : Metric Ton Height of Shed : Mtr.

14 Material Handling : OHT Crane / Forklift Details _____

15 Power Source : KVA available Alternate Source : _____

16 Special Processing Facilities Available : (Please furnish capacity details against each facility)

16.1 Pickling / Painting YN	<input type="text"/>	<input type="text"/>	_____
16.2 Sand Blasting YN	<input type="text"/>	<input type="text"/>	_____
16.3 Phosphating YN	<input type="text"/>	<input type="text"/>	_____
16.4 Shot Blasting YN	<input type="text"/>	<input type="text"/>	_____
16.5 Hydro Testing YN	<input type="text"/>	<input type="text"/>	_____
16.6 Electroplating YN	<input type="text"/>	<input type="text"/>	_____
16.7 Hot Dip Galvanizing YN	<input type="text"/>	<input type="text"/>	_____
16.8 Material Testing YN	<input type="text"/>	<input type="text"/>	_____
16.9 Radiography YN	<input type="text"/>	<input type="text"/>	_____
Other than above			

17 Details of Employees : Engineers : Staff :
 Skilled Workers : Semi-Skilled Workers :
 Approved Welders : Approved by

18 Do you have Approval from any of the following agencies : (If yes, please attach certificates)

ISO 9000 UHDE EIL TEC
 Lloyds PDIL H & G IDEA
 Other than above _____

19 Banker's Name and : _____
 Address _____

20 Financial Position : A)

	Results of Previous Two Years	Current Year	Next Year Projections
Year -->>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Turnover	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Capital	<input type="text"/>	<input type="text"/>	<input type="text"/>
Share Capital	<input type="text"/>	<input type="text"/>	<input type="text"/>
Borrowings / Loans	<input type="text"/>	<input type="text"/>	<input type="text"/>
Net Profit / Loss	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bank Limits i.e. (Over Drawing Capacity)	<input type="text"/>	<input type="text"/>	<input type="text"/>

B) Are you a Small Scale Industry (SSI) undertaking : Yes / No
 If yes Registration No. :

21 Machinery :				
Type of Machine	Make & Model	Year of Purchase	Capacity Details	No. of Machines

22 Inspection / Quality Control Instruments :					
Type of Instrument	Make & Model	Qty.	Range	Accuracy	Last date of Calibration

The above information is correct as per my best knowledge.

Date & Place : _____ Authorised Signatory _____

(To be filled up by Burckhardt Officials for Vendor appraisal purpose)

Vendor Assessment form attached : Y / N
(Mandatory for Category A)

This vendor has been assessed by me / us and is approved for following category / Categories :

Category A	Category B		Category C	
SS Fabrication	Raw Material	Our Collaborators	Rubber Products	O.C. Equipments
CS Fabrication	Instrumentation	Our Principals	Hardware	Electricals, Electronics
Machining	Fans & Blowers		Matl. Handling Equip.	Gaskets, Oil Seals
Castings & Forgings	Pneu. & Hydraulics		Welding Items	Gases
Special Processes	Bearings & Bushes		Spraying Equip.	Paints & Primers
Pressure Vessels	Transmission Equip.		Fuels & Lubricants	Other Consumables
Heat Exchangers	Pumps & Motors		Machine Tools	Packing Material
Development Jobs	Filters & Dryers		Glass Products	Maintenance Service
Press Work	Valves, Hoses, Fittings	Nameplates		Chemicals
High Tensile Fasteners	Proprietary Items			
Category D	Head-Vendor Development Assessors			
Design Services				
Tooling supplier				
Testing Services				

Confidential
Data Required From Vendor For NEFT Payments

1	Name of The Firm With Full Address	
2	Supplier / Vendor Name	
3	Particulars of Bank Account	
A	Bank Name	
B	Branch Name	
C	Bank Branch Address	
D	Tel. Nos. With Std Code	
E	Micr Code	
F	Account Type	
G	Account Number	
4	Pan No. of The Firm	
5	Ifsc Code of The Bankers	
6	E-mail Id	

Undertaking Required From Contractors

I/We hereby, declare that the particulars given in the format for Electronic Clearing Service (Credit Clearing) in respect of _____, are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I/We would not hold M/s. Burckhardt Compression (India) Pvt. Ltd responsible. I/ We have read the option invitation letter and agree to discharge the responsibility expected of me/us as a participant under the scheme.

Signature :

Name :

Date :

Certified that the particulars furnished above are correct as per our records

Banks Stamp :

Signature of the authorised Official from the Bank



Burckhardt Compression

Quality Management System (Supplier Audit)

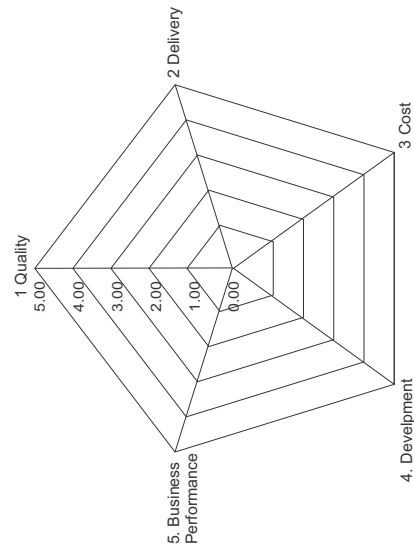
SUPPLIER DETAILS

Supplier Name	Assessment Date
Contact	Assessor
Address	
Telephone No.	Web Site
	Email Address

ASSESSMENT RESULTS

	1. Quality	2 Delivery	3 Cost	4 Develop ment	5. Business Performance	Overall Score (1+2+3+4+5)
A Section Total Score						
B No. of Questions						
C. Average Score (A/B)						
D. Weighting	1	1	1	1	1	
E. Total (C x D)						
Note	Any section total less than 2 is a FAILED Audit & Requires Corrective Action					

SUPPLIER PROFILE



Signature of Assessor

Signature of Supplier

Section 1 - Quality
SUPPLIER AUDIT

MEASURE	OBSERVATIONS / SCORE JUSTIFICATION	SCORE				
		5	4	3	2	1
1.1 Management Review	R					
1.2 Delivered quality	R					
1.3 Quality policy & Responsibility	R					
1.4 Quality philosophy	R					
1.5 Quality systems / Procedures/ Drg control	R					
1.6 Adherence to Systems & Procedure/Process Control	R					
1.7 3rd party Accreditations	R					
1.8 Quality audit system	R					
1.9 Rejection response	R					
1.10 In-process rejects (cannot be reworked)	R					
1.11 Non-conformance Handling System	R					
1.12 Tools & techniques	R					
1.13 In-process rework	R					
1.14 Testing Systems	R					
1.15 Testing facilities.	R					
1.16 Finished Product Inspection	R					
1.17 Process Capability	Q					
1.18 Scrap cost	Q					
1.19 Concessions	Q					
1.20 Recalls	Q					
1.21 Quality Improvement Plans	Q					
1.22 Cost of quality	E					

**Section 1 - Delivery (Continued)
Additional Comments**



Section 5 - Business Performance - Management

SUPPLIER AUDIT

MEASURE	OBSERVATIONS / SCORE JUSTIFICATION	SCORE				
		5	4	3	2	1
5.1 Maint / Condition of Facilities & Equipment	R					
5.2 Housekeeping	R					
5.3 Layout	R					
5.4 Data Management & Communication	R					
5.5 Performance Measurement	R					
5.6 Warehouse Condition / Methods	R					
5.7 Customer support / Responsiveness	R					
5.8 Procurement	R					
5.9 H&S	R					
5.10 Industrial relations	R					
5.11 Absenteeism	R					
5.12 Vision, strategy Implementation	R					
5.13 Organisation	R					
5.14 Business Continuity	R					
5.15 Product / Process Capability	Q					
5.16 Improvement Activity	Q					
5.17 Development & Training of Employees	Q					
5.18 Stability	Q					
5.19 Manufacturing Strategy	E					
5.20 Work rate/added Value	E					
5.21 Labour Utilisation	E					
5.22 Business & Finance Planning & Performance	E					
5.23 Project management	E					
5.24 Environmental	E					
5.25 Does the company have a person responsible for environmental issues of the company	E					
5.26 Does the company have a system in place to identify environmental aspects & impacts resulting in control measures	E					
5.27 Does the company have a system in place to identify waste streams, resulting in recycling where possible	E					
5.28 Does the company consider environmental issues when designing packaging & consider reusable as the norm	E					

Section 5 - Business Performance - Management (Continued)

Additional Comments



Burckhardt Compression

Burckhardt Compression (India) Pvt. Ltd.
 Gate No. 304, Pune - Nagar Road,
 Village Kondhapuri,
 Tal. : Shirur Dist. : Pune Pin 412209
 Tel. : (02137) 669400

Purchase Order

To,	Delivery At & Invoice to : Burckhardt Compression (I) Pvt. Ltd. Gate No. - 304, Village Kondhapuri, Pune - Nagar Road, Tal. : Shirur Dist. : Pune Pin 412209 Tel. : (02137) 669400 Fax : (02137) 669496 Buyer :
-----	---

Your Quotation Ref. :

Supplier Code :

PLEASE SUPPLY THE LISTED MATERIALS AS PER TERMS & CONDITIONS STATED HERE UNDER INCLUDING OUR "GENERAL CONDITIONS OF PURCHASE" ATTACHED.

Sr. No.	Item	Rev No.	U/M	Delivery Date	Qty. Disc%	P&F%	Unit Rate E. D.% S. T.%	OTH%
1			Nos					
2								
3								
4								
1) Terms of Payment :					Sub Total			
2) Terms of Delivery :					Discounted			
Special Instruction :					P & F			
					Excise Duty			
					Sales Tax			
					Other Charges			
					Total INR			
Excise Details :			Range :			Division :		
ECC : AAGFB2614KXM001 W. E. F. 06/01/2005			Nagar Road Range II			Pune Division VII		
VAT TIN : 27130336806V W. E. F. 01/04/2006			41-A, First Floor, ICE House,			41-A, IEC House, 1st Floor,		
CST TIN : 27130336806C W. E. F. 01/04/2006			Opp. Wadia College, Sasoon Road, Pune - 411001			Opp. Wadia College, Pune - 411001		
For Burckhardt Compression (I) Pvt. Ltd.								
Head Materials								



Burckhardt Compression

No. :

Date :

Inspection/ Non Conformity Report

Vendor/Subvendor Project : Part Name Material GRIR/JIR No. :	P. O. No. Challan No. Item Code Drg.No. Qty. Recd. :
--	--

Sr.No	Description	Type of Defect	Disposal Action	Remark after Re- inspection
Sample				

Type of Defect : **A**-Functional performance **B**-Manufacturing **C**-Aesthetics **D**- Documentation **E**-Incomplete scope **F**- Damage

Non Conformity Notice Stage : Raw material / M/C Shop / Finish / Assembly

Potential Causes : Operator Error Material Machine Drg./ Spec. Pattern Instrument Other

Disposal Action : 1. Repair By- a) Machining b) Welding c) Hand Finish d) Any Other Process

2. Accepted as it is

4. Reject

3. Engg. Altration Advice

5. Short Supply

Action By Receiver (If any):

Prepared By

Q.A. Dept.

Copy to - materials Dept. / Machine Shop / Assembly

Format No. : QA/007-01



Rev		Company		Team Leader :	
Start date		TITLE		Team Members :	
Scope	From	To	Scale	V Proposed Counter Measures (CM)	<What is your proposal to reach the future state>
I	Background				
1	<Why are you talking about it/ Symptoms of the problem>				
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
II	Current Conditions				
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
III	Goals / Targets				
	Parammeter				
1	<Where specific outcomes are required>				
2		Metric	Baseline	Target	
3					
4					
5					
6					
7					
8					
9					
10					
11					
IV	Analysis				
	<Choose the simplest tool and show linkup				
	What is the root cause of problem>				
	<ul style="list-style-type: none"> Baseline/ Initial Condition Constraints Analysis Current Reality Tree Data Collection Fishbone Diagram Pareto / Histogram Pictures Sequence of Events Takt/ Cycle Times Value Stream Map Mfg Velocity Why Why Analysis 				
	XI Path Ahead				
	Date Completed :				Reviewed & Approved by : <Name> Signature

Quality Contract :

This contract made this the by and between :

Burckhardt Compression (I) Pvt Ltd a Company registered under the companies Act, 1956 and having its head office at Gat No- 304, Village – Kondhapuri ; Pune- Nagar Road ; Tal –Shirur ; Dist- Pune - 412 209 (hereinafter referred to as "BCP"), which expression shall unless repugnant to the context include its successors and assigns

AND

M/s _____ (herein after referred to as "THE SUPPLIER") which expression shall unless repugnant to the context include its successors and permitted assigns.

WHEREAS the SUPPLIER has represented to BCP that it has the necessary skills and expertise, with a firm commitment to quality standards in the supply of items as described in the Purchase Order (s) (hereinafter referred to as the "goods") of BCP

as required by BCP from time to time in pursuance of the contract (s) concluded or to be concluded between the parties hereto.

WHEREAS the Parties hereto agreed to enter into this contract with a view to establish document and maintain an effective quality system with the objective to supply quality goods by the supplier to BCP.

1. Rights and Obligations of the Supplier

1.1 Quality Control

- The supplier shall ensure conformity of goods as per the specifications, drawings and catalogues set out in the purchase order before delivery.
- The supplier shall certify that the goods supplied are in conformity to the agreed quality standards. Evidence shall be provided to show that the goods meet specified requirements of BCP.
- The supplier shall release goods only after the tests are completed and conformance documented.
- The supplier shall establish and maintain procedures to identify goods from raw material to the end product by individual batch or lot.

1.2 The Internal Quality Audit:

The supplier shall adopt a proper internal quality audit to ensure the quality management system in the procurement , production, storage and supply of goods.

The supplier shall

- Identify processes that affect quality.
- Ensure that these processes are done under controlled conditions.
- Make necessary work instructions available to the concerned.
- Ensure compliance with standards and codes as desired.
- Monitor and control production.

Makes use of statistical techniques wherever applicable for identifying day to day /seasonal/ chronic problems and solve them by taking the timely preventive measures from the inferences of the charts and graphs thus generated.

- Set criteria for workmanship standard
- Calibrate all the test and measuring equipments periodically and maintain documents for having done that.

1.3 The Test Report:

The supplier shall establish a proper and full fledged inspection and testing facilities to ensure adherence to quality plan and also ensure all specific inspection and testing has been carried out.

The supplier shall produce the following documents to BCP.

- The inspection results of the product which includes the numerical figures of the critical parameters which greatly influence the overall quality of the product or its usability, has to be supplied with every consignment.
- Each consignment shall accompany a self certificate (with authorized signature), certifying the quantity, quality , workmanship and should have the mention of BCP's purchase order No., date, their Invoice/ DC No. and date along with other details. The safety of the component should always have the mention in the certificate if applicable.
- If necessary the supplier shall establish test reports from time to time as required by BCP regarding the safety/quality deciding parameters tested by reputed/nationally acclaimed laboratories.
- The supplier shall inform BCP the changes in his specifications / standards regarding the raw material, processing, inspection, sampling and packing / dispatch, place of location as and when it is implemented.
- The inspection standards followed with reference to each item supplied to BCP.
- Additionally, each consignment shall accompany necessary documents and reports as mentioned in quality plan / specification / drawing / PO.

1.4 Packaging/Storage/Handling

The supplier shall pack the goods in the way prescribed/accepted by BCP.

Each package shall contain a label which indicates clearly the part number given by BCP, the description, the quantity, the purchase order number with date against which he is supplying the item, date of processing if applicable, date of packing, the signature of the inspector who inspected the item, and the signature of the person packed.

Apart from this the supplier shall ensure traceability of the goods supplied at his end. This is only to help the supplier in identifying the exact location of the problem when a rejection occurs.

The supplier shall take utmost care in preservation and ensure conformance to the accepted standards, provide secure storage conditions to prevent damage or deterioration and adopt proper handling method to prevent damage or deterioration to the goods.

2. The Quantity And Despatch

The supplier shall inform his lead time for each component based on which the purchase order will be scheduled.

The supplier shall supply the correct quantity mentioned in the purchase order.

No part quantity consignments are allowed unless & until written consent from BCP prior to dispatch.

All the necessary quality & commercial documents shall be sent along with the material. The supplier shall adhere to general conditions of purchase sent along with purchase order and interim communications from BCP.

3. Rights Of BCP

BCP shall have the right to enter and inspect the manufacturing facilities of the supplier and continually monitor quality compliance and suggest corrective measures relating to

- Quality control methods.
- Inspection methods.
- Set criteria for workmanship standards as needed.
- Approve process and equipment.
- Inspect measurement data available with the supplier.

3.1 Right To Reject

BCP reserves the right to reject the goods supplied by the supplier in whole or in part in case the goods do not confirm to the specifications mentioned in the purchase order. The decision of BCP shall be final in matters relating to such rejection mentioned herein.

The supplier shall replenish the rejections pertaining to quality of the material or the workmanship or any other rejection which has caused the non-usability of the material, immediately.

If required by BCP, the supplier shall take up the reworking of the rejections at BCP's works.

3.2 Timeliness

If the supplier does not supply the material as per the schedule mentioned in the purchase order, It will affect BCP's production. The supplier shall adhere to general conditions of purchase sent along with purchase order.

4. Miscellaneous

4.1 Contract Documents

This Contract shall form part and parcel of the purchase order (s) and the amendments thereto placed on/issued to the supplier from time to time and shall be construed harmoniously with the general buying conditions contained in the purchase order(s).

IN WITNESS WHEREOF, the parties hereto have set and subscribed their representative hands and soul on the day, month and year first hereinabove mentioned.



Burckhardt Compression

Delivery Order

Barcode :

Date :

Delivery Order :

TO

Vendor Code:

Send to:

Item Code :-

Lead Time (Days):

Item Description :-

Purchase Order No. :-

Supply Lot Size

Qty

Note : Please send the copy of Delivery Order along with Invoice and Challan

Compressors for a Lifetime

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