



# VENDOR ASSESSMENT REPORT

October 5th, 2021

RDP WORKSTATIONS PRIVATE LIMITED

VA-432606425271059



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## **Explanation about the Vendor Assessment Methodology**

The Vendor Assessment was based on the three broad parameters i.e., Physical Location (Company Profile), Financial Capacity and Production Capacity.

The data regarding company profile and financial capacity of the vendor were auto-fetched from the GeM Portal, through their registration process. QCI validated the quality certificate, test reports and business experience of the vendor through the documents submitted by the official on behalf of the firm. An undertaking has been taken by the vendor to verify the debarred/blacklisted status of the firm. ITR verification was done by GeM through the PAN details provided by the vendor. The production capacity was verified based on the documents received by the firm.

The documents are considered to be authentic and complete, based on vendor's claims and cannot be verified for any misrepresentation, concealment or forgery. The documents such as process flow chart, type of machines, safety measures, transportation etc. provided by the firm were validated through a video-based assessment and geo-tagged pictures.

It is clarified that the assessment was based on mutual trust between parties. QCI stands guarantee to the data collected and verified exclusively at the time of assessment. However, if at a later date, it is found that any vendor has purposefully submitted documents which were either incorrect, modified, misrepresented in order to gain unlawful benefits, the GeM will be free to take any action as deemed under law.

In case, the video assessment was inconclusive, an on-site assessment will be conducted to factually check the authenticity of the capability, as claimed. The vendor may be asked to pay for the expenses of this verification assessment.