Vendor Evaluation Based On PO Report

Report Module Guide: Vendor Evaluation Based On PO

Module Location

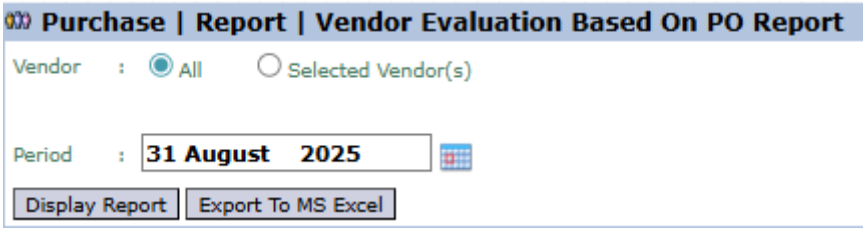
Purchasing > Reports > Vendor Evaluation Based On PO

Module Objective

The **Vendor Evaluation Based On PO Report** module is used to generate a scorecard or performance evaluation report for suppliers (vendors). This report assesses suppliers based on historical data from Purchase Orders (POs) and related transactions, using key metrics such as quality, on-time delivery, and price.

1. Report Parameters (Filter)

The main page of this module is a form containing several parameters to customize the report that will be generated.



Here is an explanation for each parameter:

- **Vendor**:

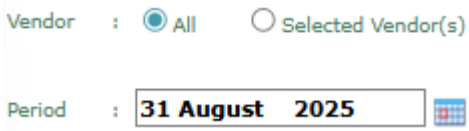
- Select **All** to evaluate all vendors, or select **Selected Vendor(s)** for a specific vendor.

- **Period**:
  - Specify the end date ('cut-off') for the evaluation period (e.g., August 31, 2025).

2. Steps to Generate the Report

Step 1: Set Report Parameters

Define the **Vendor** scope and the evaluation **Period**.



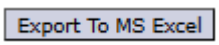
Step 2: Generate the Report

After all parameters are set, click one of the two buttons in the bottom-left section of the page:

- **Display Report**: To preview the evaluation report directly on your screen.

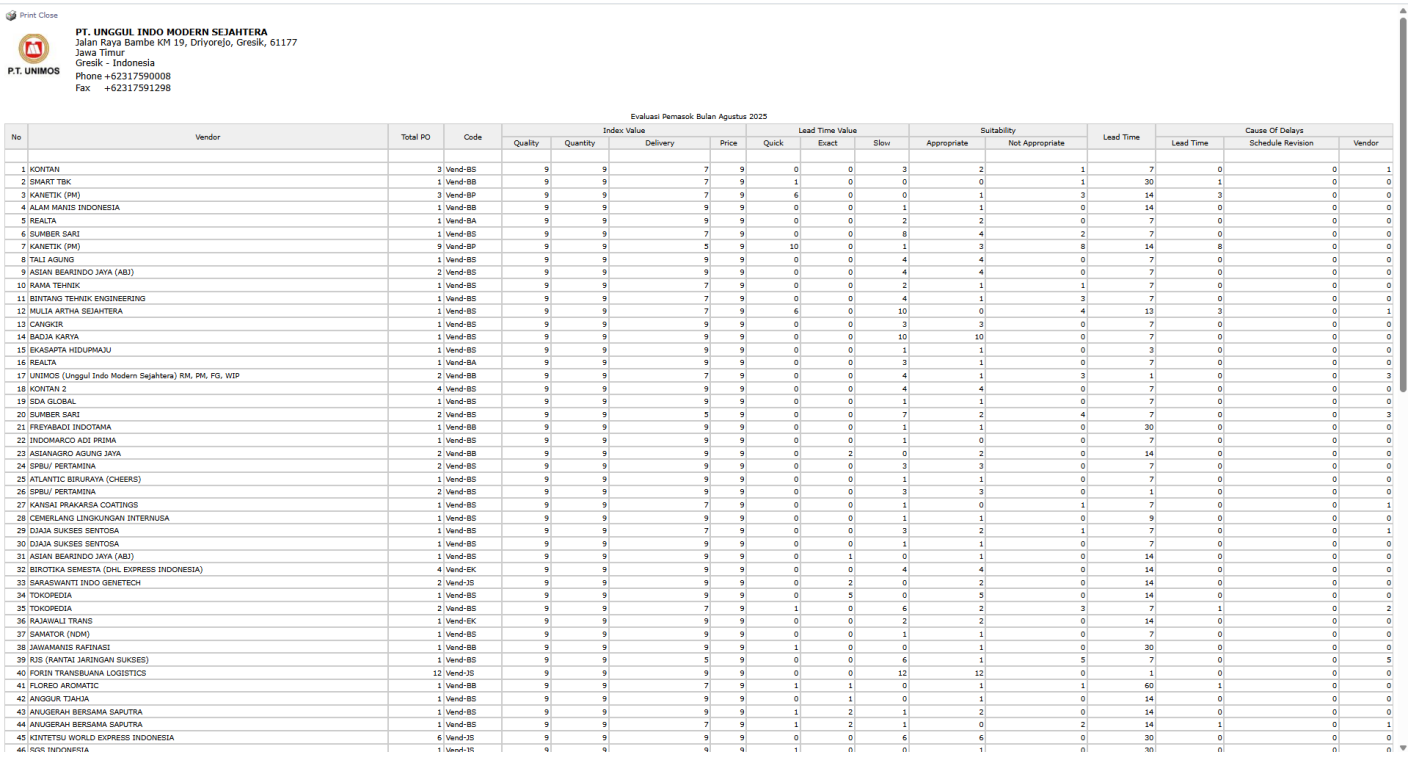


- **Export To MS Excel**: To download the report data in an Excel file format.



3. Example of the Report View

After you click, the system will generate a detailed scorecard report like the following.



Print Close

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P.T. UNIMOS

Evaluasi Pemasok Bulan Agustus 2025

No	Vendor	Total PO	Code	Index Value				Lead Time Value			Suitability		Lead Time	Cause Of Delays		
				Quality	Quantity	Delivery	Price	Quick	Exact	Slow	Appropriate	Not Appropriate		Lead Time	Schedule Revision	Vendor
1	KONTAN	3	Vend-BS	9	9	7	9	0	0	3	2	1	7	0	0	1
2	SMART TBK	1	Vend-BB	9	9	7	9	1	0	0	0	1	30	1	0	0
3	KANETIK (PM)	3	Vend-BP	9	9	7	9	6	0	0	1	3	14	3	0	0
4	ALAM MANIS INDONESIA	1	Vend-BB	9	9	9	9	0	0	1	1	0	14	0	0	0
5	REALTA	1	Vend-BA	9	9	9	9	0	0	2	2	0	7	0	0	0
6	SUMBER SARI	1	Vend-BS	9	9	7	9	0	0	8	4	2	7	0	0	0
7	KANETIK (PM)	9	Vend-BP	9	9	5	9	10	0	1	3	8	14	8	0	0
8	TALI AGUNG	1	Vend-BS	9	9	9	9	0	0	4	4	0	7	0	0	0
9	ASIAN BEARINDO JAYA (ABJ)	2	Vend-BS	9	9	9	9	0	0	4	4	0	7	0	0	0
10	RAMA TEHNIK	1	Vend-BS	9	9	7	9	0	0	2	1	1	7	0	0	0
11	BINTANG TEHNIK ENGINEERING	1	Vend-BS	9	9	7	9	0	0	4	1	3	7	0	0	0
12	MULIA ARTHA SEJAHTERA	1	Vend-BS	9	9	7	9	6	0	10	0	4	13	3	0	1
13	CANGKIR	1	Vend-BS	9	9	9	9	0	0	3	3	0	7	0	0	0
14	BADJA KARYA	1	Vend-BS	9	9	9	9	0	0	10	10	0	7	0	0	0
15	EKASAPTA HIDUPMAJU	1	Vend-BS	9	9	9	9	0	0	1	1	0	3	0	0	0
16	REALTA	1	Vend-BA	9	9	9	9	0	0	3	1	0	7	0	0	0
17	UNIMOS (Unggul Indo Modern Sejahtera) RM, PM, FG, WIP	2	Vend-BB	9	9	7	9	0	0	4	1	3	1	0	0	3
18	KONTAN 2	4	Vend-BS	9	9	9	9	0	0	4	4	0	7	0	0	0
19	SDA GLOBAL	1	Vend-BS	9	9	9	9	0	0	1	1	0	7	0	0	0
20	SUMBER SARI	2	Vend-BS	9	9	5	9	0	0	7	2	4	7	0	0	3
21	FREYABADI INDOTAMA	1	Vend-BB	9	9	9	9	0	0	1	1	0	30	0	0	0
22	INDOMARCO ADI PRIMA	1	Vend-BS	9	9	9	9	0	0	1	0	0	7	0	0	0
23	ASIANAGRO AGUNG JAYA	2	Vend-BB	9	9	9	9	0	2	0	2	0	14	0	0	0
24	SPBU/ PERTAMINA	2	Vend-BS	9	9	9	9	0	0	3	3	0	7	0	0	0
25	ATLANTIC BIRURAYA (CHEERS)	1	Vend-BS	9	9	9	9	0	0	1	1	0	7	0	0	0
26	SPBU/ PERTAMINA	2	Vend-BS	9	9	9	9	0	0	3	3	0	1	0	0	0
27	KANSAI PRAKARSA COATINGS	1	Vend-BS	9	9	7	9	0	0	1	0	1	7	0	0	1
28	CEMERLANG LINGKUNGAN INTERNUSA	1	Vend-BS	9	9	9	9	0	0	1	1	0	9	0	0	0
29	DJAJA SUKSES SENTOSA	1	Vend-BS	9	9	7	9	0	0	3	2	1	7	0	0	1
30	DJAJA SUKSES SENTOSA	1	Vend-BS	9	9	9	9	0	0	1	1	0	7	0	0	0
31	ASIAN BEARINDO JAYA (ABJ)	1	Vend-BS	9	9	9	9	0	1	0	1	0	14	0	0	0
32	BIROTIKA SEMESTA (DHL EXPRESS INDONESIA)	4	Vend-EK	9	9	9	9	0	0	4	4	0	14	0	0	0
33	SARASWANTI INDO GENETECH	2	Vend-JS	9	9	9	9	0	2	0	2	0	14	0	0	0
34	TOKOPEDIA	1	Vend-BS	9	9	9	9	0	5	0	5	0	14	0	0	0
35	TOKOPEDIA	2	Vend-BS	9	9	7	9	1	0	6	2	3	7	1	0	2
36	RAJAWALI TRANS	1	Vend-EK	9	9	9	9	0	0	2	2	0	14	0	0	0
37	SAMATOR (NDM)	1	Vend-BS	9	9	9	9	0	0	1	1	0	7	0	0	0
38	JAWAMANIS RAFINASI	1	Vend-BB	9	9	9	9	1	0	0	1	0	30	0	0	0
39	RJS (RANTAI JARINGAN SUKSES)	1	Vend-BS	9	9	5	9	0	0	6	1	5	7	0	0	5
40	FORIN TRANSBUANA LOGISTICS	12	Vend-JS	9	9	9	9	0	0	12	12	0	1	0	0	0
41	FLOREO AROMATIC	1	Vend-BB	9	9	7	9	1	1	0	1	1	60	1	0	0
42	ANGGUR TJAHJA	1	Vend-BS	9	9	9	9	0	1	0	1	0	14	0	0	0
43	ANUGERAH BERSAMA SAPUTRA	1	Vend-BS	9	9	9	9	1	2	1	2	0	14	0	0	0
44	ANUGERAH BERSAMA SAPUTRA	1	Vend-BS	9	9	7	9	1	2	1	0	2	14	1	0	1
45	KINTETSU WORLD EXPRESS INDONESIA	6	Vend-JS	9	9	9	9	0	0	6	6	0	30	0	0	0
46	SOS INDONESIA	1	Vend-JS	9	9	9	9	1	0	0	1	0	30	0	0	0

Report Explanation: This report presents a performance scorecard for each vendor, which allows for direct comparison.

Key Columns for Analysis:

- **Total PO**: The number of Purchase Orders from that vendor during the evaluation period.
- **Index Value**: Displays a numerical score for **Quality**, **Delivery**, and **Price**. A higher score indicates better performance.
- **Lead Time Value**: Analyzes the delivery lead time performance, whether it was **Exact** (On-Time), **Slow** (Late), or other statuses.
- **Cause Of Delays**: Shows the number of delivery delays from the vendor.

Tips & Important Notes

- Use this report as an **objective basis** when conducting **performance review meetings** with your key vendors.
- High scores in **Quality, Delivery, and Price** indicate a vendor with excellent performance.
- Data for this report is pulled from various modules, including **Purchase Order, Goods Receipt**, and likely **Quality Control** .

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