



# Supplier Assessment Report

## **Orchid Chemical Supplies Ltd**

#### 杭州恒化化工有限公司

This report is issued by Hangzhou Weiku Information Technology Co., Ltd. and Bureau Veritas Certification.

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| Report Number:                       | T0019_T        | Online Verification:     | www.bvcerchina.cn |
| Validity Period:                     | 11/Feb./2015 1 | 0/Feb./2016              |                   |

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#### Section 1: Company Overview

| Company Overview                    |  |
|-------------------------------------|--|
| 1.1 Legal Entity                    |  |
| Does the supplier have the          | Business license   |
| following certificates to carry out | ☐ Tax Registration Certificate                                       |
| business?                           | Organization code certificate  |
|                                     | Account opening license  |
| Business license number:            | 330103000069970  |
| Validity period:                    | 30/Jun./2009 29/Jun./2029  |
| Registered address:                 | Room 1512, No. 607, North Zhongshan Road, Xiacheng District,         |
|                                     | Hangzhou City, Zhejiang Province, China                              |
| Company address:                    | Room 1601, Building 1, No. 1785, Jianghan Road, Binjiang District,   |
|                                     | Hangzhou City, Zhejiang Province, China                              |
| Annual review conducted by:         | Hangzhou Industrial & Commercial Bureau Xiacheng Branch              |
| Name of legal representative:       | Mr. Chencheng Wang   |
| Registered capital:                 | RMB 500,000  |
| Business type:                      | Manufacturer      Trading Company      Both                          |
| Type of ownership:                  | Private Owner Dublic Company Doint Venture                           |
|                                     |  |
| Dre du etc. e e lel                 | Stated Owned Sole Proprietorship Other                               |
| Products sold:                      | 4-tert-Butylbenzoic acid, p-Phenylenediamine, Hydroxylamine sulfate, |
| Ducinese context nervers            | Potassium butyl xanthate, Glyoxylic acid                             |
| Business contact person:            | Mr. Karl Wang  |
| Phone number:                       | 0086-571-85395792  |
| Fax number:                         | 0086-571-85395793  |
| Email:                              | karl.wang@orchid-chem.com  |
| Website address (URL):              | www.orchid-chem.com  |
| 1.2 Company Facility Information    |  |
| Certification Type:                 | □ Land Certificate □ Real Estate Certificate ⊠ Lease Agreement       |
| Number of Building(s)               | 1  |
| Total Size:                         | 355 m <sup>2</sup>   |
| 1.3 Human Resources                 |  |
| Company Chart                       |  |

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|                          | Sales             | s Dept. Finance              |           | GM<br>HF        | R Dept.      | Storage<br>Transport |                                       |                    |   |
|--------------------------|-------------------|------------------------------|-----------|-----------------|--------------|----------------------|---------------------------------------|--------------------|---|
| Employee                 | Headcount:        |                              |           |                 |              |                      |                                       |                    |   |
| Departm                  | nent Name         | Full Time Emp                | loyee(s)  |                 |              | rt-Time<br>oyee(s)   |                                       | Total              |   |
| GM                       |                   | 1                            |           |                 | 0            |                      | 1                                     |                    |   |
| Sales Dept               | •                 | 9                            |           |                 | 0            |                      | 9                                     |                    |   |
| Finance De               | ept.              | 2                            |           |                 | 0            |                      | 2                                     |                    |   |
| HR Dept.                 |                   | 3                            |           |                 | 0            |                      | 3                                     |                    |   |
| Storage An               | d                 | 2                            |           |                 | 0            |                      | 2                                     |                    |   |
| Transportat              | tion              | 2                            |           |                 | 0            |                      | 2                                     |                    |   |
|                          | Total:            | 17                           |           |                 | 0            |                      | 17                                    |                    |   |
| 1.4 Sales \              | /olume of Trad    | e Goods                      |           |                 |              |                      |                                       |                    |   |
| Sales volur<br>12 months | ne in past        | 4-tert-Butylbenz<br>oic acid | -         | nylened<br>nine | -            | xylamine<br>Ifate    | Potassium<br>butyl<br>xanthate<br>15% | Glyox              | - |
| 1.5 Trade I              | Mark              | 15%                          | 30%       |                 | 30%          |                      | 13%                                   | 10%                |   |
| No.                      |                   | Content                      |           |                 | Obs          | ervations /C         | ommonte                               |                    |   |
| 1                        | Registered Tra    |                              |           | Rofor T         |              | Cert. No. 853        |                                       | (283)              |   |
| 2                        | Issued By:        |                              |           |                 | `            | u Of People          |                                       | ,                  |   |
|                          | unication Char    | nel                          |           | Thuc I          |              |                      |                                       |                    |   |
|                          | Language          | Mail                         | Telepl    | none            | Instant c    | ommunicati           | on tool                               | others             |   |
| -                        | glish             | Yes                          | Ye        |                 |              | Yes                  |                                       | N/A                |   |
| 1.7 Export               | -                 |                              |           |                 | 1            |                      |                                       |                    |   |
| There is/ar              |                   | internationa                 | l trade e | mployee         | (s) in the c | ompany.              |                                       |                    |   |
|                          | alid export licer |                              |           | Yes             |              |                      |                                       |                    |   |
|                          | ense Registratio  |                              |           | 006935          | 609          |                      |                                       |                    |   |
| Trade Ager               | nts Employed O    | verseas:                     |           | 🗌 Yes           | . [          | 🛛 No                 |                                       |                    |   |
|                          | Payment Terms:    |                              |           | 🛛 FO            | B            | CIF                  | ⊠EXW                                  |                    |   |
| Accepted p               | ayment type:      |                              |           | ⊠ L/C<br>□ Cas  |              | _                    |                                       | edit Card<br>lypal |   |

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|  | n order confi   | rmation to proc                      | duction   | Within 3 3   | 0 Days   |                               |                   |              |
|--|---|--------------------------------------|-----------|--|--|-------------------------------|-------------------|--------------|
| delivery on av   | erage (produ  | icts exiting the                     | factory): |  |  |                               |                   |              |
| 1.8 Market Di  | stribution (F   | Previous 24 M                        | onths)    |  |  |                               |                   |              |
| Products   | Western   | Western Eastern North South Asia     |           | Africa   | Mid  | Domestic                      |                   |              |
| FIUUUCIS   | Europe  | Europe                               | America   | America  | Asia   | Anica                         | East              | Domestic     |
| 4-tert-But   |   |                                      |           |  |  |                               |                   |              |
| ylbenzoic  | $\checkmark$  | -                                    | -         | -  | $\checkmark$   | -                             | -                 | -            |
| acid   |   |                                      |           |  |  |                               |                   |              |
| p-Phenyle  |   |                                      |           |  |  |                               |                   |              |
| nediamin   | $\checkmark$  | -                                    |           | $\checkmark$   | $\checkmark$   | -                             | $\checkmark$      | -            |
| е  |   |                                      |           |  |  |                               |                   |              |
| Hydroxyla  |   |                                      |           |  |  |                               |                   |              |
| mine   | $\checkmark$  | -                                    | -         | $\checkmark$   | $\checkmark$   | -                             | -                 | $\checkmark$ |
| sulfate  |   |                                      |           |  |  |                               |                   |              |
| Potassiu   |   |                                      |           |  |  |                               |                   |              |
| m butyl  | -   | $\checkmark$                         | -         | $\checkmark$   | -  | -                             | -                 | -            |
| xanthate   |   |                                      |           |  |  |                               |                   |              |
| Glyoxylic  |   |                                      |           | 1  |  |                               |                   |              |
| acid   | -   | -                                    | -         | V  | -  | -                             | -                 | -            |
| 1.9 Certificat   | ion & Photos  | S                                    |           |  |  |                               |                   |              |
| Business Lic   | ense (Dupli   | cate) with Cer                       | tificate  | Tax Registra   | ation Cer  | tificate                      |                   |              |
| Records of   |   | -                                    |           |  |  |                               |                   |              |
| 住     所     杭州市下       法定代表人姓名     王陈承       注册资本     伍拾万元       实收资本     伍拾万元       公司类型     有限责任 | (1/1)<br>330103000069970 (1/1)<br>化工有限公司<br>城区中山北路607号1512案 | •••••••••••••••••••••••••••••••••••• |           | 出现代:<br>地<br>日 记 前<br>日 元 前<br>一<br>一<br>一<br>一<br>一<br>一<br>一 | 人 名 称:杭州短化化工<br>表入(氨表人):主陈承<br>量:杭州市下城区<br>E 新 类型:私资有限责任 | 中山北第607月1512家<br>公司<br>下城区工商局 | ar Ray 7 33010000 |              |

Permit for Opening Bank Account



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### Section 2: Quality & After Sales and R&D Management

| 2.1 QA/Q  | C and Purchasing Management   |  |
|-----------|---|--|
|           | Content   | Observations /Comments   |
| 2.1.1     | How many full time inspectors?  | 0  |
| 2.1.2     | Does the company have written inspection criterion?                     | □ IQC □ IPQC □ FQC<br>☑ Comments: No   |
| 2.1.3     | Does the company keep written inspection records?                       | □ IQC □ IPQC □ FQC<br>☑ Comments: No   |
| 2.1.4     | What is the type of finished products inspected?                        | <ul> <li>100% of products with detailed inspection</li> <li>Random sampling inspection</li> <li>No inspection</li> <li>No inspection necessary</li> </ul>  |
| 2.2 After | Sales Service   |  |
|           | Content   | Observations /Comments   |
| 2.2.1     | Are there any clear procedures for handling customer complaints?        | <ul> <li>Yes, with clear procedures and written records</li> <li>Yes, with clear procedures but no written records</li> <li>Yes, with written records but no clear procedures</li> <li>No</li> </ul> |
| 2.2.3     | Does the company have a written procedure for product alert and recall? | ☐ Yes<br>⊠ No  |
| 2.3 R&D   | Capacity  |  |
|           | Content   | Observations /Comments   |
| 2.3.1     | Number of special R&D engineer(s) in the company                        | 0  |
| 2.3.2     | Does the company have a standard R&D procedure?                         | <ul> <li>Yes, with clear procedure and written instructions</li> <li>Yes, with procedure but no written instructions</li> <li>No</li> </ul>  |
| 2.3.3     | Does the company have records of R&D processes?                         | <ul> <li>☐ Yes</li> <li>☑ No</li> <li>☐ Comments: (typical process)</li> </ul>   |
| 2.3.4     | Has the R&D product been internally tested and verified?                | <ul> <li>Yes, with written record</li> <li>Yes, only partly have written record</li> <li>Yes, but no written record</li> <li>No</li> </ul>   |

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|       | Were the R&D product inspected by the third | ☐ Yes, all products were inspected by third party |
|-------|---|---|
| 2.3.5 | party organizations?                        | organizations                                     |
| 2.3.5 |   | Yes, only partly                                  |
|       |   | 🖂 No  |
|       | Is there a confirmation with client for the | Yes, all product were confirmed with client       |
| 2.3.6 | R&D product?                                | Yes, meet client requirements, but partly         |
| 2.3.0 |   | confirmed   |
|       |   | 🖂 No  |
| 2.3.7 | If any, list all certifications and/or      | N/A   |
| 2.3.7 | qualifications of the R&D department        |   |
| 2.3.8 | List special equipments for R&D purposes    | N/A   |

-- End of Report --

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|---|