Questionnaire / Survey

Below is an overview of the steps we undertake when reviewing your warehousing requirements:

Definition of Scope of Work

Non-disclosure agreement?

Core Business Definition

Strategic focus?

Marketing strategy?

Manufacture process?

Market differentiators?

Sales volume by region?

Sales volume by customers?

Budget and future planning?

Customer perceptions and needs?

Inbound Logistics

Suppliers?

Product profile?

Clearing requirements?

_____

Purchase order management?

_____

Volumes by route, road, air, sea?

_____

Goods Receiving

Daily receipts?

_____

Number of pallets, cartons, line items?

Components?

_____

Finished goods?

_____

Warehousing of Inventory Management

Product master?

Finished goods?

_____

Components?

_____

Size of assemble area?

_____

Size of existing facilities?

_____

Material handling equipment?

_____

Number of BIN locations and size?

_____

Warehouse Management Services?

_____

Stock management and stock takes?

_____

Size of receiving, picking and dispatch area?

_____

Special requirements, product specific needs?

Inventory Management System – Number of SKUs (Stock Keeping Units)?

Order Process

System?

Current scenario?
Order volume periodicity?

Order processes and data capture?

E-Commerce application?

Pick / Pack Operations

Flow racking?

Racking – bulk?

Lines per order?

Picking process?

Seasonality of volumes?

Order check and release?

Gross, nett values per order?

Number of orders per month?

Outbound Logistics (per month)

POD requirement?

Lead time requirements?

```
```

Insurance requirements?

```
```

Gross / nett value per delivery?

```
```

Weight / volume per shipment?

```
```

Volumes by route, road, air, sea?

```
```

Current cost by division / location?

```
```

Number of shipments / consignments?

```
```

Consignee name and delivery destination?

```
```

Number and size of own vehicles, routes, kilometers, number of deliveries, age of vehicles, volume list of deliveries, trip details incl consignee, number of van sales, % sold per day, returns, cost of van deliveries?

```
```

Invoicing System

Reconciliation?

```
```

Debt management?

```
```

Other IT Platforms

MRP / ERP needs?
Material Resource Planning?

```
```

Enterprise Resource Planning?

```
```

Material Requirement Planning?

```
```

Management Resource Planning?

```
```

Personnel

Job description?

Cost to company?

Number of department?