

SOURCING AND PROCUREMENT

Supplier research report

This is a format sample. Every company, price, date and finding below is invented to show how the deliverable is structured. It does not describe a real supplier, project or client.

PREPARED FOR	REFERENCE	ISSUED	PREPARED BY
Sample Client Ltd.	IA-SR-0000	12 March 2026	IndiAndes — New Delhi operations

The brief we agreed

Every search starts from a written brief. If any line below is wrong, the shortlist is wrong, so we confirm it before contacting anyone.

Product	Hotel bed linen, percale	Specification	200 TC, 100% combed cotton, 60s yarn
Sizes	King, queen, single flat and fitted	Annual volume	18,000 pieces, phased across two orders
Target landed price	US\$8.40 – 9.60 per piece	Packaging	Polybag per set, 20 sets per carton
Certifications	OEKO-TEX Standard 100 required	Destination	San Antonio, Chile

How the search was run

We work outward from manufacturers rather than directories, because a directory listing tells you who paid for the listing, not who owns a loom.

STAGE	COUNT	NOTES
Manufacturers identified	34	Panipat, Karur and Erode clusters
Passed initial screen	19	Category and capacity plausible
Contacted	19	Call plus written specification
Responded within 5 working days	11	Response speed recorded
Quoted against the full spec	7	Four quoted a different construction
Shortlisted	3	Presented in this report

Eight of the nineteen described themselves as manufacturers but could not name their own machinery. They were removed at this stage, before quotations.

Screening criteria

- Manufacturer rather than trading house, confirmed by machinery and payroll questions
- Registered entity with an importer-exporter code and consistent GST record
- Demonstrated export history to Latin America or a comparable long-haul market
- Capacity to absorb the annual volume without displacing existing commitments
- Willingness to accept a third-party pre-shipment inspection
- Response quality and speed during the quotation period

Shortlist

SUPPLIER	CLUSTER	EST. 2025 EXPORT	SCREEN RESULT
Supplier A	Panipat, Haryana	US\$6.2M	Passed all six criteria
Supplier B	Karur, Tamil Nadu	US\$3.8M	Passed; no LatAm history
Supplier C	Erode, Tamil Nadu	US\$9.1M	Passed; capacity strongest

Named suppliers, contacts and full quotations are supplied in the client copy. They are withheld from this format sample.

Recommendation

Supplier A for the first order. Their price is not the lowest of the three, but they were the only one to raise the shrinkage tolerance before we asked about it, and they quoted the specification as written rather than substituting a cheaper construction.

- Place the first order with Supplier A at a reduced volume of 4,000 pieces
- Hold Supplier C as the volume alternative once quality is proven
- Set Supplier B aside — capable, but no long-haul export record
- Commission a factory verification before the deposit is released
- Approve a sealed counter-sample against the agreed construction

Risks we observed

MAJOR	Cotton price exposure over the order window All three quotations are valid for 30 days. Raw cotton moved roughly 9% during the six weeks of this search. Recommendation: Fix price and yarn count in the purchase order, or agree a written adjustment mechanism.
MINOR	Certification is current but expires mid-contract Supplier A holds a valid OEKO-TEX certificate that expires within the delivery window of the second order. Recommendation: Request renewal evidence before the second order is confirmed.