Alibaba.com Assessed Supplier

Assessment Report

Presented to

Zhejiang Lejia Electrical Machinery Co., Ltd.

浙江乐佳机电有限公司

Gold Supplier & Assessed Company Relationship:	☒ Self-owned ☐ Wholly Owned ☐ Shareholder/Partner ☐ Kindred between Owners ☐ Cooperation Partner
Company Address	No. 541, Jidong Road, Huandong Street, Zhuji, Shaoxing City, Zhejiang Province, China
City / Country:	Shaoxing / China
Consigner of Assessment:	Alibaba
Gold Supplier Member ID:	cnzjlejia
Gold Supplier Company Name:	Zhejiang Lejia Electrical Machinery Co., Ltd.
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Service Provided by SGS

Report No.: 15942335_P+T

Report Number:	15942335_P+T		
Date of Assessment:	04/Jan./2017	Report Date:	04/Jan./2017
Assessor's Name:	Natty Deng	Validity Period:	05/Jan./2017 -- 04/Jan./2018
Reviewed By:	Sam Wang	Online Verification:	www.sgs.com/ecv

Important Notes:

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Contents

Section 1: Company Overview 5

1.1 Legal Validity 5

1.2 Company Building Information 5

Section 2: Human Resources 6

2.1 Company Chart 6

2.2 Employee Headcount 6

2.3 Management 6

Section 3: Current Export Situation 7

Section 4: Export Business Capacity 8

4.1 Market Distribution (Previous 12 Months) 8

4.2 Main Clients 8

Section 5: Production Capacity 9

5.1 Annual Production Capacity (Previous Year) 9

5.2 Production Capacity 9

5.3 Production Machinery 9

5.4 Testing Machinery 9

5.5 Subcontractors(N/A) 9

Section 6: Quality Assurance 10

6.1.1 Quality Management System Certification 10

6.1.2 Product Certification 10

6.2 Testing Report(N/A) 10

6.3 Quality Control Management 10

6.4 Supplier Management 11

6.5 After Sales Service 12

Section 7: Production Process Management 13

Section 8: R & D Capacity 14

8.1 Current Situation 14

8.2 R&D Real Case Description 15
8.3 Design Process 15
8.4 Design Devices(N/A) 15
Section 9: Company Development / Expansion Plans 16
Section 10: Production Flow 16
Section 11: Certification & Photos 17
Section 12: Company and Product Samples 20
Section 13: Competitive Advantages 22
13.1 Product Group Capacity 22
13.2 Real Case for Lower MOQ & Lead Time 22
13.3 Real Case for Large Contract & Lead Time 22
13.4 Overseas After Sales Service Capacity 23
13.5 After-sales service capacity 23

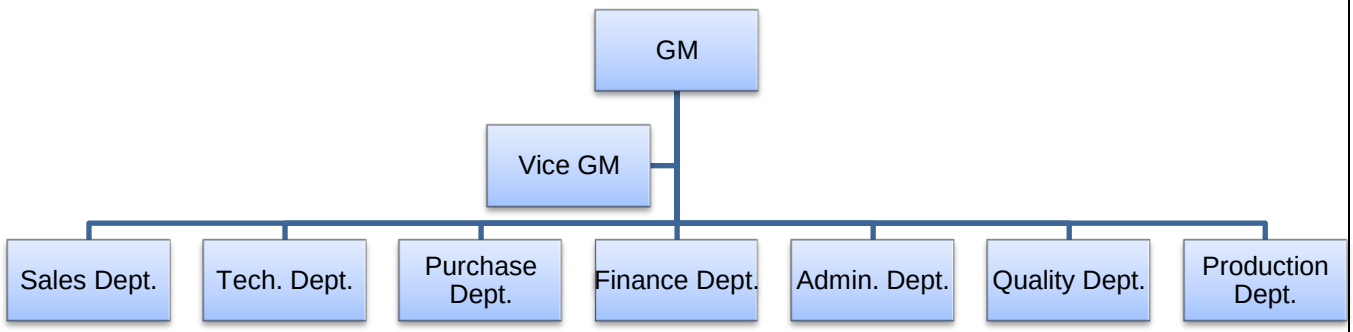
Section 1: Company Overview

Company Overview			
1.1 Legal Validity			
Does the company have a valid business license?	☒ Yes ☐ No	Business License Number:	913306817909960321
Year Established:	25/Jul./2006	Validity Period:	25/Jul./2006 – 23/Jul./2056
Export Experience:	11	Industry Experience:	11
Registered Address:	No. 541, Jidong Road, Huandong Street, Zhuji, Shaoxing City, Zhejiang Province, China		
Company Address:	No. 541, Jidong Road, Huandong Street, Zhuji, Shaoxing City, Zhejiang Province, China		
Annual review conducted by the Industrial & Commercial Bureau?	☒ Yes ☐ No	Reviewed By:	Zhuji Market Supervision Administration Bureau
Registered Capital:	RMB 8,000,000		
Corporate Representative:	Mr. Huafeng Lv		
Industry:	Machinery		
Type of Ownership:	☒ Private Owner ☐ Public Company ☐ Joint Venture ☐ Stated Owned ☐ Sole Proprietorship ☐ Other		
Products /Service:	Computerized Embroidery Machine		
1.2 Company Building Information			
Certification Type: ☒ Land Certification ☐ Real Estate Certification ☐ Lease Agreement ☐ Factory Officer Claimed Total Building Size: 31,800 m^2 Number of Building(s) : 7 Office Size: 2,000 m^2			

Section 2: Human Resources

Human Resources

2.1 Company Chart



2.2 Employee Headcount

Department Name	Full Time Employee(s)	Part-Time Employee(s)	Total
GM	1	0	1
Vice GM	1	0	1
Sales Dept.	5	0	5
Tech. Dept.	8	0	8
Purchase Dept.	2	0	2
Finance Dept.	3	0	3
Admin. Dept.	2	0	2
Quality Dept.	8	0	8
Production Dept.	124	0	124
Total Number:	154	0	154

2.3 Management

Department	Name	Title	Education	Year(s) in Current Company
Confidential	Confidential	Confidential	Confidential	Confidential

Section 3: Current Export Situation

Current Export Situation

There is/are 5 foreign trading employee(s) in the company.

Working Experience	Headcount
Over 30 Years	0
21-30Years	0
11-20 Years	0
6-10 Years	3
2-5 Years	2
Less than 2 years	0

Accepted Language	Listening & Speaking	Reading & Writing
English	Yes	Yes
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

Does the company have a valid export license?	☒ Yes ☐ No
Export License Registration No.:	02335194
Total Revenue (Previous Year):	Confidential
Total Export Revenue (Previous Year):`	Confidential
Estimated Export Revenue (Current Year):	Confidential
Trade Agents Employed Overseas:	☐ Yes ☒ No
Nearest Port:	Ningbo Port, Shanghai Port
Accepted Payment Terms	☒ FOB ☒ CIF ☒EXW ☒CFR
Accepted Payment Type:	☒ L/C ☒ T/T ☐ Credit Card ☐ Cash ☐ West Union ☐ Money Gram ☐ Paypal ☐ Moneybooker

Average lead time from product order confirmation to production delivery (products exiting the factory):

Product Category	Num	Unit
Computerized Embroidery Machine	25	days

Average Sampling Time

Product Category	Lead Time
0	0

The Shortest Sampling Time

Product Category	Shortest Lead Time
0	0

Section 4: Export Business Capacity

Export Business Capacity			
4.1 Market Distribution (Previous 12 Months)			
Market	**Main Product(s)**	**Revenue（USD）**	**Total Revenue (%)**
North America	N/A	0	0
South America	Computerized Embroidery Machine	Confidential	3
Eastern Europe	N/A	0	0
Southeast Asia	Computerized Embroidery Machine	Confidential	3
Africa	Computerized Embroidery Machine	Confidential	2
Oceania	N/A	0	0
Mid East	Computerized Embroidery Machine	Confidential	6
Eastern Asia	N/A	0	0
Western Europe	N/A	0	0
Central America	N/A	0	0
Northern Europe	N/A	0	0
Southern Europe	N/A	0	0
South Asia	Computerized Embroidery Machine	Confidential	51
Domestic Market	Computerized Embroidery Machine	Confidential	35
4.2 Main Clients			
Client Name	**Main Product(s)**	**Total Revenue (%)**	
Confidential	Confidential	Confidential	

Section 5: Production Capacity

Production Capacity				
5.1 Annual Production Capacity (Previous Year)				
Computerized Embroidery Machine: 1,500 sets				
5.2 Production Capacity				
Product Name	**Production Line Capacity**	**Actual Units Produced (Previous Year)**		
Computerized Embroidery Machine	300 sets/month	1,500 sets		
5.3 Production Machinery				
Machine Name	**Brand & Model No.**	**Quantity**	**Number of Year(s) Used**	**Condition**
Milling Machine	BYJC	4	10	Acceptable
Radial Drilling Machine	Z3050X16	5	6	Acceptable
Lathe	C6140	3	9	Acceptable
Punching Machine	J23-16	5	6	Acceptable
Planer Type Milling Machine	XQ6225	2	6	Acceptable
Plate Shearing Machine	WC67Y-100	3	5	Acceptable
Bending Machine	N/A	1	7	Acceptable
5.4 Testing Machinery				
Machine Name	**Brand & Model No.**	**Quantity**	**Number of Year(s) Used**	**Condition**
Bearing Tester	N/A	3	5	Acceptable
Hardness Tester	HR-150A	1	6	Acceptable
5.5 Subcontractors(N/A)				
Subcontractor Name	**Product Subcontracted**	**Volume Supplied**	**Cooperation Period (Years)**	
N/A	N/A	N/A	N/A	

Section 6: Quality Assurance

Quality Assurance				
6.1.1 Quality Management System Certification				
Certification	**Certified By**	**Certificate No.**	**Business Scope**	**Validity Date**
ISO 9001:2015	XQCC	0350216Q30136 R0M	Design, Production and Service of Computerized Embroidery Machine	27/Apr./2016 -- 26/Apr./2019
ISO14001:2015	XQCC	0350216E20073R 0M	Design, Production and Service of Computerized Embroidery Machine	27/Apr./2016 -- 26/Apr./2019
6.1.2 Product Certification				
Certification	**Certified By**	**Certificate No.**	**Product Name & Model No.**	**Validity Date**
CE	Ente Certificazione Macchine	101011/ZLE771/S	Computerized Embroidery Machine, LJ Series	01/Oct./2010 – 31/Dec./2049
CE	Ente Certificazione Macchine	110107/ZLE987	Sock-Linking Machine, LJ Series	01/Jan./2011 – 31/Dec./2049
6.2 Testing Report(N/A)				
Certification	**Certified By**	**Certificate No.**	**Product Name & Model No.**	**Validity Date**
N/A	N/A	N/A	N/A	N/A

6.3 Quality Control Management

Item	Content	Observations /Comments
6.3.1	Is there quality control on all production lines?	☒ Yes, all production lines have adequate quality control ☐ Yes, some production lines have adequate quality control ☐ No
6.3.2	Do the QA/QC inspectors work independently from the production line?	☒ Yes ☐ No
6.3.3	Who does the QC/QA Manager /Supervisor report to?	GM - Mr. Huafeng Lv
6.3.4	How many QA/QC inspectors in total?	8

No. of Employees in Each Production Line:

Production Line	Supervisor	No. of Operators	No. of In-line QC/QA
Workshop	8	116	8

6.3.5 Average Guarantee Time

Product Category	Guarantee Time
Computerized Embroidery Machine	1 year

6.3.6 The Longest Guarantee Time	
Product Category	Guarantee Time
Computerized Embroidery Machine	1 year

6.4 Supplier Management

Item	Content	Observations /Comments
6.4.1	Does the company have a supplier assessment procedure?	☒ Yes ☐ No
6.4.2	Does the company have an updated list of approved suppliers?	☒ Yes ☐ No
6.4.3	Has the company established and implemented a standard procedure for purchasing contract review and approval?	☒ Yes, with written standard procedures ☐ Yes, with written procedure but lack of consistent standard ☐ No
6.4.4	Does the company keep its supplier assessment reports?	☐ Yes, assessment reports are available for more than 3 years ☐ Yes, assessment reports are available for the last 1-3 years ☒ Yes, assessment reports are available for the previous 12 months ☐ No
6.4.5	Are the company's purchasing documents sufficient to ensure product safety control and their customers' requirements?	☒ Yes, the purchasing document includes all the information required ☐ Yes, however the purchasing document includes incomplete information ☐ No
6.4.6	Is there a procedure to conduct random product inspections after final packaging?	☐ Yes, with clear standard and written inspection records ☐ Yes, with inspection records but no procedures ☐ Yes, with procedures but no inspection records ☒ No, inspections are not necessary

6.5 After Sales Service		
Item	**Content**	**Observations /Comments**
6.5.1	Is customer feedback, including complaints, clearly recorded and maintained?	☒ Yes, with a standard feedback form and records ☐ Yes, with a standard feedback form but no records ☐ Yes, with records but no standard feedback form ☐ No
6.5.2	Are there any clear procedures for handling customer complaints?	☒ Yes, with clear procedures and written records ☐ Yes, with clear procedures but no written records ☐ Yes, with written records but no clear procedures ☐ No
6.5.3	Is there a closed-loop corrective action system in place?	☒ Yes ☐ No
6.5.4	Can finished/packaged products be traced by lot identification to the appropriate raw material test reports?	☐ Yes, with procedures to trace raw materials ☒ Yes, main raw material can be traced ☐ No, only the production date can be traced ☐ No
6.5.5	Is there a product alert and recall procedure?	☐ Yes ☒ No

Section 7: Production Process Management

Quality Control Management		
Item	**Content**	**Observations /Comments**
7.1	Is the factory tidy and clean enough for production?	☐ Yes, very good ☒ Yes, acceptable ☐ No, needs improvement ☐ No, very poor
7.2	Are the following items /documents provided at the appropriate location?	☒ Work instructions ☐ Approved sample ☐ Product picture ☐ No the above-mentioned was not available.
7.3	Are written instructions available for onsite material inspection/testing? Are the relevant records maintained?	☒ Yes, with clear written instructions and records ☐ Yes, with written instructions but no records ☐ Yes, with records but no written instructions ☐ No
7.4	Are written inspection/testing instructions available for finished products? Are the relevant records maintained?	☒ Yes, with clear written instructions and records ☐ Yes, with written instructions but no records ☐ Yes, with records but no written instructions ☐ No
7.5	How are finished products inspected?	☒ 100% of products with detailed inspection ☐ Random inspection ☐ No inspection ☐ No inspection necessary
7.6	Are units that failed inspection clearly marked and separated to prevent accidental dispatch?	☒ Yes, the units are separated and marked clearly ☐ Yes, the units are separated but not marked clearly ☐ No
7.7	How are finished products that failed inspection handled?	☒ Repaired and re-inspected ☐ Thrown away ☐ No inspection necessary

Section 8: R & D Capacity

R&D Capacity					
8.1 Current Situation					
There is/are 8 R&D engineer(s) in the company.					
Education Level	**Headcount**		**Work Experience**	**Headcount**	
Doctorate	0		Over 30 Years	0	
Post-Graduate	0		21-30 Years	0	
Graduate	3		11-20 Years	0	
Junior College	4		6-10 Years	4	
Technical School	1		2-5 Years	4	
High School	0		Less than 2 years	0	

Patent Situation			
Patent No.	**The Name of the Patent**	**The Patent Type**	**Available Date**
ZL201520864658.7	A fully automatic bull template sewing machine	The patent for utility model	02/Nov./2015 – 01/Nov./2025
ZL201520867954.2	A bilateral multi-head embroidery machine with vertical adjusting mechanism	The patent for utility model	02/Nov./2015 – 01/Nov./2025
ZL201520863465.X	A bilateral multi-head embroidery machine with transmission regulating mechanism	The patent for utility model	02/Nov./2015 – 01/Nov./2025
ZL201520865380.5	An ultra high speed multi-head embroidery machine on both sides	The patent for utility model	02/Nov./2015 – 01/Nov./2025

Brand Situation				
Registration/application No.	**Brand Name**	**For Approval to Use Goods**	**Validity Date**	**Ref.**
5820965	Refer to the Photo	Category: 7	28/Sep./2009 – 27/Sep./2019	Photo in Section 11 (Trademark Photos)

The Average Time For New Products Launched	
Product Category	**Lead Time**
Computerized Embroidery Machine	6 months

The Shortest Time For A New Item Launched	
Product Category	**Shortest Lead Time**
Computerized Embroidery Machine	6 months

Does the company provide ODM service for others?	☒ Yes ☐ No
Are there relevant design input/output, review, and verification documents available for the assessment company?	☒ Yes ☐ No

Based on inspection, are R & D employees equipped with adequate specialized equipment?	☐ Yes ☒ No
If yes, please list all key equipment used:	N/A
Do R& D employees use any specific software for designing new products?	☒ Yes ☐ No
If yes, please list the main software used:	Solidworks, Auto CAD
Please list all certifications and/or qualifications of the R & D department:	High-tech R & D center, High-tech enterprise
Has the company established standard design procedures for new products?	☒ Yes, with clear written instructions ☐ Yes, without written instructions ☐ No
Have the designed products been internal verified or validated?	☒ Yes, with clear written records ☐ Yes, only part written records ☐ Yes, without written records ☐ No
Have the designed products been tested by a third-party inspection body?	☐ Yes, all designed products have been tested ☒ Yes, only part of designed products have been tested ☐ No
Are the designed products confirmed by the customers?	☒ Yes, all designed products have been confirmed ☐ Yes, part of designed products have been confirmed according to client's requirements ☐ No
Does the company has qualification requirements for designers?	☒ Yes, with written job description ☐ Yes, without written job description ☐ No, but at least two years design experience is needed ☐ No
Are the designers' qualifications recognized by the company?	☒ Yes, with written records ☐ Yes, without written records ☐ No

8.2 R&D Real Case Description	
Customer's Name	Confidential
Customer's Location	Confidential
Customer's Industry:	Confidential
Order's Requirement Description:	Confidential

8.3 Design Process		
Process 1	**Process 2**	**Process 3**
Confidential	Confidential	Confidential
Description: Confidential	Description: Confidential	Description: Confidential

8.4 Design Devices(N/A)		
Device 1	Device 2	Device 3
N/A	N/A	N/A

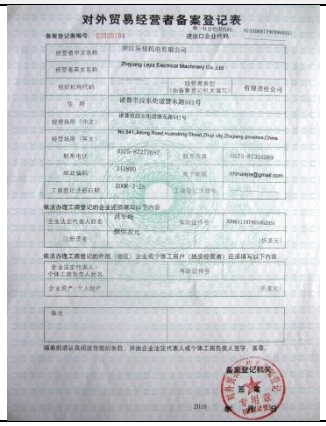
Section 9: Company Development / Expansion Plans

Company Development / Expansion Plans		
Item	**Company Development Action**	**Timeframe**
1	The organization is going to expand new oversea market	2017

Section 10: Production Flow

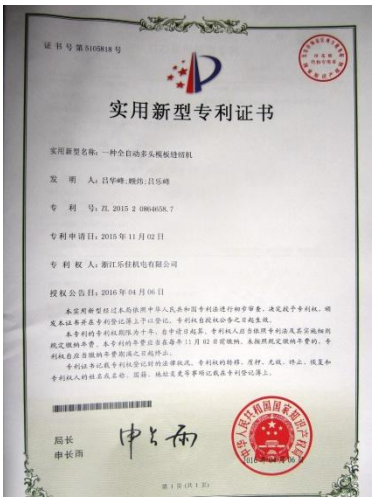
Production Flow					
No	**Production Process**	**No**	**Production Process**	**No**	**Production Process**
1	 Raw Material Cutting	2	 Parts Machining (Lathe, Milling, Grinding, Drilling)	3	 Welding
4	 Painting	5	 Parts Assembly	6	 Debugging
7	 Packed Products	8	N/A N/A	9	N/A N/A

Section 11: Certification & Photos

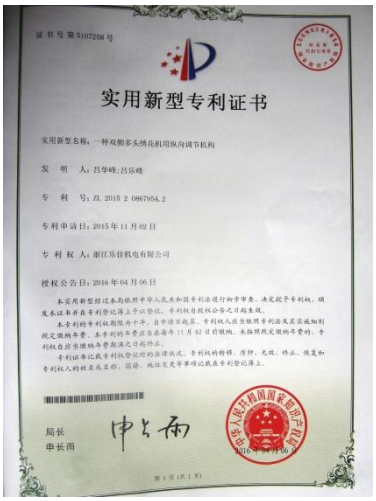
Certification & Photos	
Certification & Photos -- Business License (Original)	**Certification & Photos -- Business License (Duplicate) with Certificate / Records of Annual Inspection**
	
Certification & Photos -- Permit for Opening Bank Account	**Certification & Photos -- Custom Clearance Registration Form**
	
Certification & Photos -- Import and Export Enterprise Registration	**N/A**
	**N/A**

Patent Photos

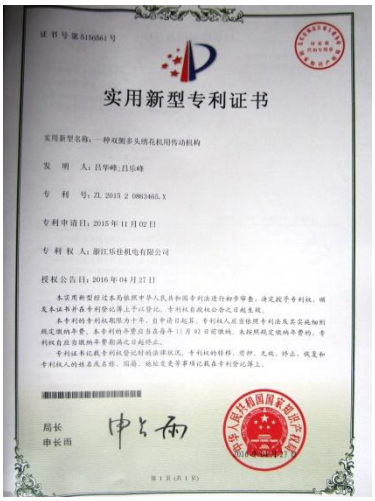
Certification & Photos -- Patent for Utility Model



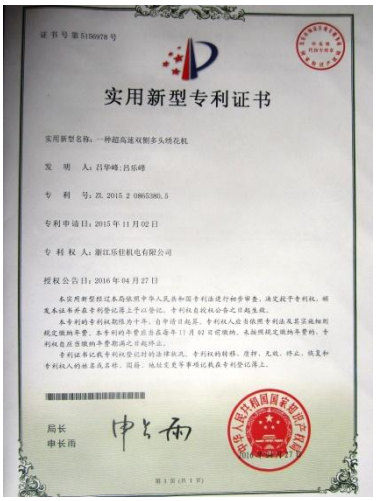
Certification & Photos -- Patent for Utility Model



Certification & Photos -- Patent for Utility Model



Certification & Photos -- Patent for Utility Model

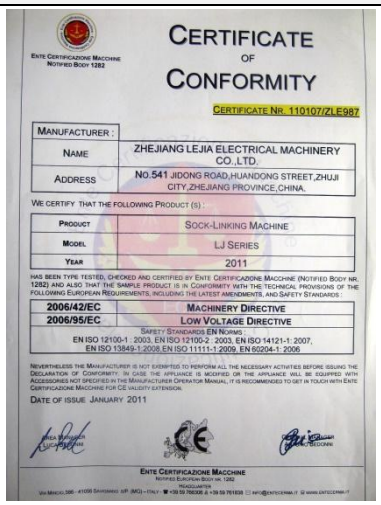


Product Certification Photos

Certification & Photos -- CE



Certification & Photos -- CE



Quality Management System Certification Photos

Certification & Photos – ISO9001:2015



Certification & Photos – ISO14001:2015



Trademark Photos

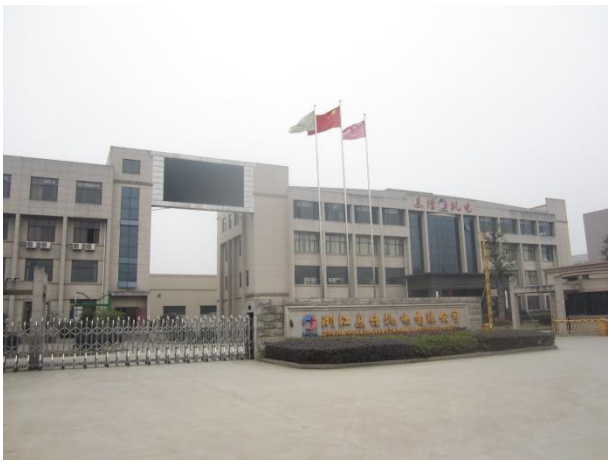
Certification & Photos -- Trademark



N/A

N/A

Section 12: Company and Product Samples

Company and Product Samples	
Company Gate	**Office Area**
	
Workshop	**Workshop**
	
Workshop	**Workshop**
	

Product Sample	Product Sample
	
Product Sample	**Product Sample**
	

Section 13: Competitive Advantages

13.1 Product Group Capacity		
13.1.1 Products Sold (Within12 Months)		
Products Name	**Quantity**	**Revenue (USD)**
Computerized Embroidery Machine	1,500 sets	Confidential

13.1.2 Suppliers Cooperated With (Within12 Months)	
No. of cooperation suppliers (total)	Confidential
No. of suppliers (which cooperated over 2 times)	Confidential
No. of provinces which cooperation suppliers belong to	Confidential
Would the company like to provide design solution service for integration project?	☒ Yes ☐ No
If yes, these projects include	Function Design
Would the company like to provide a total solution for purchasing?	☐ Yes ☐ Part, _____ ☒ No
If yes, please describe it	N/A
13.1.3 Real Case Description:	
Customer Name	Confidential
Customer Country	Confidential
Customer Region	Confidential
Products Category	Confidential
Order Value (USD)	Confidential
Order Processing Process	Confidential
Customer's Feedback	Confidential

13.2 Real Case for Lower MOQ & Lead Time		
Products Name	**MOQ（Within 12 Months）**	**Lead Time**
Computerized Embroidery Machine	1 set	25 days

13.3 Real Case for Large Contract & Lead Time		
Products Name	**Order（Within 12 Months）**	**Lead Time**
Computerized Embroidery Machine	50 sets	35 days

13.4 Overseas After Sales Service Capacity				
13.4.1 Do you have an overseas onsite service center?	☐ Yes ☒ No			
13.4.2 If yes, what onsite after-sales services are included		Location	Evidence- provided	Self-description
Equipment -installation, maintenance and other services	☐ Yes ☒ No	N/A	N/A	N/A
Technical advice	☐ Yes ☒ No	N/A	N/A	N/A
Personnel training	☐ Yes ☒ No	N/A	N/A	N/A
Other		N/A	N/A	N/A
13.4.3 Average response time	4h			
13.5 After-sales service capacity				
Does the company accept small order?	☒ Yes ☐ No			

-- End of Report --