



# Unliber and Company Inc. / 30 Jul 2019 / Harris Clintian

Vendor Risk Assessment Template

Complete

Inspection score	Failed items	Created actions
<b>81.48%</b>	<b>3</b>	<b>0</b>
Site Unliber and Company Inc.		
Conducted on 📅 30th Jul, 2019 ⌚ 3:04 PM +08		
Officer in Charge Harris Clintian		
Location The Walk Arcade, Melbourne VIC 3000, Australia		

Evaluation / Vendor Assessment / Vendor / Vendor 1 / Company Information

Organizational Structure	Poor
– Notes Reporting Manager is not stated clearly. Organizational chart is not available	

Evaluation / Vendor Assessment / Vendor / Vendor 1 / Vendor Software Demonstration

Ease of Use	Poor
– Notes Software is not user-friendly	

Evaluation / Vendor Assessment / Vendor / Vendor 1 / Completion

Overall Risk Assessment	High
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# Evaluation

3 Failed 81.48%

## Vendor Assessment

Click add to include a candidate vendor

## Vendor

### Vendor 1

Vendor Name Pay Shoppee
Contact Person John Carl Sean

## Adherence to organizational standards

Timeliness	Fair
Completeness	Good
Overall Quality & Level of Professionalism	Good
Overall Response	Fair

## Company Information

1 Failed

Financial Viability	Good
Organizational Structure	Poor
– Notes Reporting Manager is not stated clearly. Organizational chart is not available	
Experience with Similar Companies	Fair
Service Department	Good
References	Fair
Partnerships	Fair

### Project Understanding

Overall Comprehension of Project Objectives	Good
Understanding of the Business Requirements	Good
Understanding of the Business Vision	Good

### Requirements


Completeness of Vendor Response	Fair
Vendor Ability to Meet Requirements	Fair
– Notes Vendor doesn't specify the details on how they can achieve the set products.	

### Product Viability & History

Technology Is Sustainable	Good
Product Roadmap	Good
Product Development Life-Cycle	Fair
New Release Process	Fair

### Terms & Conditions

Detailed Buyer Duties	Good
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Terms & Conditions	Good
<p>– Notes</p> <p>Detailed and on point</p> <p>– Photos</p>  <p>Photo 1</p>	
Purchase Agreement Details	Good

**Vendor Software Demonstration**

1 Failed

Solution Is Integrated	Good
Aligns with Company Objectives	Good
Third-Party Products Shown	Fair
Ease of Use	Poor
<p>– Notes</p> <p>Software is not user-friendly</p>	
System Performance	Good
Flow & Simplicity	Fair
System Ability To Handle Requirements	Fair
Flexibility, Tailorability, Extensibility	Fair
Ability to Answer Questions	Fair
Application Robustness	Good
Security	Good

Data Privacy	Good
Disaster Recovery Plan	Good

### Fee Summary

License Fees	Good
Maintenance Fees	Good
Purchase Timeline	Good
Licensing Period	Fair
– Notes	
Monthly renewal	
Other Fees	N/A

### Completion

1 Failed

Overall Risk Assessment	High
Recommendations Least priority: This software is not user friendly and the licensing should be renewed every month.	

### Vendor 2

Vendor Name PayLaz Inc.
Contact Person James Daffiel

### Adherence to organizational standards

Timeliness	Good
Completeness	Good
Overall Quality & Level of Professionalism	Fair

Overall Response	Good
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### Company Information

Financial Viability	Good
Organizational Structure	Fair
<p>– Notes</p> <p>The structure of the organization is good but some roles are unclear</p>	
Experience with Similar Companies	Good
<p>– Notes</p> <p>Recommended by previous clients</p>	
Service Department	Good
References	Good
Partnerships	Fair

### Project Understanding

Overall Comprehension of Project Objectives	Good
Understanding of the Business Requirements	Good
Understanding of the Business Vision	Good

### Requirements


Completeness of Vendor Response	Fair
Vendor Ability to Meet Requirements	Good

### Product Viability & History

Technology Is Sustainable	Good
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Product Roadmap	Good
Product Development Life-Cycle	Good
New Release Process	Fair

### Terms & Conditions

Detailed Buyer Duties	Good
Terms & Conditions	Good
<p>– Notes</p> <p>Approved detailed terms and conditions</p> <p>– Photos</p>  <p>Photo 2</p>	
Purchase Agreement Details	Good

### Vendor Software Demonstration

Solution Is Integrated	Good
Aligns with Company Objectives	Good
Third-Party Products Shown	Fair
Ease of Use	Good
System Performance	Good
Flow & Simplicity	Good
System Ability To Handle Requirements	Good



Flexibility, Tailorability, Extensibility	Good
Ability to Answer Questions	Good
Application Robustness	Good
Security	Good
Data Privacy	Good
Disaster Recovery Plan	Good

### Fee Summary

License Fees	Fair
Maintenance Fees	Fair
Purchase Timeline	Fair
Licensing Period	Good
Other Fees	N/A

### Completion

Overall Risk Assessment	Low
<p>Recommendations</p> <p>Their fees are competitive but the quality of software is remarkable.</p>	

### Sign-off

<p>Recommended Vendor</p> <p><b>PayLaz Inc.</b></p>
<p>Overall Recommendation</p> <p>Software ease of use is fantastic, their fees are competitive but it is fine since they can cater all organizational set standards.</p>

Name and Signature of Officer in Charge

A handwritten signature in black ink, appearing to read "Harris Clintian", enclosed in a rounded rectangular box.

Harris Clintian

30th Jul, 2019 3:47 PM +08

SAMPLE ONLY

TERMS AND CONDITIONS OF SALE

We're sorry there's so much information here but we are required to document our terms and conditions of sale. If you have a query regarding anything you have purchased from us, please call our Customer Services team on 0871 522 3401 or for cashback queries on 0871 522 3404. If this is too small for you to read comfortably, larger copies are available from Customer Services on the above number. Some sections of these terms are printed in bold to draw your attention to them.

In these Terms:

- 'Airtime Contract' means a contract entered into between you and your Network Operator relating to the provision of the Services;
'Equipment' means equipment including, without limitation, your Mobile Phone, Smart Phone and accessories;
'Minimum Period' means the minimum period for the provision of the Services under your Airtime Contract;
'Mobile Phone' means a cellular telephone or other device which incorporates a SIM Card used by you to receive the Services and any accessories included in the price of your phone provided to you by us;
'Network' means the mobile telecommunication system run by your Network Operator;
'Network Operator' means a Network provider nominated by us to you into which you have entered any Airtime Contract;
'Services' means services including airtime services enabling you to make or receive calls and to send and receive data by means of the Network; and
'Smart Phone' means PDA, MDA, XDA, Blackberry and similar devices and any accessories included in the price of your device provided to you by us.

All orders for Equipment from a buyer ('you') accepted by One Stop Phone Shop (a trading division of The Carphone Warehouse Limited) ('One Stop Phone Shop' or 'we/our/us') are subject exclusively and strictly to the following conditions and no alterations proposed by you shall be binding unless we agree in writing.

1. ORDERS AND SPECIFICATIONS

- 1.1. We shall not be deemed to have accepted your order for Equipment unless it has been confirmed in writing by one of our authorised representatives.
1.2. You shall be responsible for ensuring the Equipment you purchase is of the correct specification for its intended use and location.
1.3. From time to time we may have to make changes in the specification of the Equipment:
1.3.1. to make it conform with any applicable safety or other statutory requirements; or
1.3.2. to make it reflect changes in the manufacturer's specification.
1.4. We may also have to make other necessary changes in the specification of the Equipment from time to time, but these will not materially reduce the quality or performance of the Equipment.

2. PRICE OF EQUIPMENT

- 2.1. Subject to clause 2.3, the price of the Equipment shall be our quoted price (which we can change in the case of an error) or, where no price has been quoted (or a quoted price is no longer valid), the price listed in our published price list current at the date we accept your order. For the avoidance of doubt, the date that we accept your order shall be the date that the Equipment is despatched.

Photo 1

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'Mobile Phone' means a cellular telephone or other device which incorporates a SIM Card used by you to receive the Services and any accessories included in the price of your phone provided to you by us;
'Network' means the mobile telecommunication system run by your Network Operator;
'Network Operator' means a Network provider nominated by us to you into which you have entered any Airtime Contract;
'Services' means services including airtime services enabling you to make or receive calls and to send and receive data by means of the Network; and
'Smart Phone' means PDA, MDA, XDA, Blackberry and similar devices and any accessories included in the price of your device provided to you by us.

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Photo 2