

# i2k2 Networks

## SUPPLIER EVALUATION FORM

Vendor Assessment & Scorecard

Form ID: SEF-\_\_\_\_\_

### A. Form Details

Form Reference		Date	
Evaluator Name		Designation	
Department		Practice / Domain	
Evaluation Stage		Risk Tier	

### B. Supplier Profile

Supplier / Vendor Name	
Brand / Product Name	
Supplier Type	SaaS Vendor <input type="checkbox"/> ISV Tool <input type="checkbox"/> Subcontractor <input type="checkbox"/> Other <input type="checkbox"/>
Website	
Registered Address	
Primary Contact	
Security Contact	
Year Established	
No. of Employees	
Annual Revenue (approx.)	
Existing AWS Partner?	Yes <input type="checkbox"/> No <input type="checkbox"/> Partner Tier: _____

### C. Service / Tool Description

Service Description	
Intended Use in MSP Delivery	
Deployment Model	SaaS – Multi-tenant <input type="checkbox"/> Single-tenant <input type="checkbox"/> On-prem <input type="checkbox"/> Hybrid <input type="checkbox"/>
Data Residency / Region	
AWS Service Integrations	
Proposed Contract Value (ACV)	
Proposed Contract Duration	

### D. Security & Compliance Assessment

✓	Security Requirement	Evidence / Notes
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<input type="checkbox"/>	ISO 27001 Certification (current & valid)	<i>Evidence / Notes:</i>
<input type="checkbox"/>	SOC 2 Type II Report (within last 12 months)	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Data Processing Agreement (DPA) signed	<i>Evidence / Notes:</i>
<input type="checkbox"/>	GDPR / PDPB / applicable data privacy compliance	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Multi-Factor Authentication (MFA) enforced	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Role-Based Access Control (RBAC) implemented	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Vulnerability Management Program in place	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Incident Response Plan (IRP) with SLA	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Business Continuity / Disaster Recovery Plan	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Penetration Test conducted within last 12 months	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Sub-processor / Sub-contractor list provided	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Right-to-Audit Clause included in contract	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Data Encryption at Rest & in Transit	<i>Evidence / Notes:</i>
<input type="checkbox"/>	Security Questionnaire completed	<i>Evidence / Notes:</i>
<input type="checkbox"/>	No active regulatory sanctions / data breaches	<i>Evidence / Notes:</i>

**Security Assessment Summary (CISO sign-off required)**

**E. Technical & Operational Evaluation**

Technical Criterion	Max	Score (0–Max)	Evaluator Notes
AWS CloudWatch & native service integrations	10		
Multi-tenant / MSP namespace isolation	10		
SLA – Uptime guarantee (min. 99.9% required)	10		
API availability & SDK quality	10		
Alerting, escalation & on-call integrations	10		
Scalability for MSP workloads (50+ clients)	10		
Vendor roadmap & AWS service alignment	10		
Support model – response times for P1	10		
Ease of onboarding & documentation quality	10		
Proof of Concept (PoC) result	10		
<b>Total Technical Score</b>			

**F. Commercial & Legal Evaluation**

Commercial / Legal Criterion	Requirement	Met?	Notes
Pricing competitive vs. market benchmark	<i>Fair / benchmarked</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
MSA signed / in review	<i>Mandatory</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
NDA in place (pre-RFP)	<i>Mandatory</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
DPA executed (if data involved)	<i>Required</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
SLA with financial remedies / service credits	<i>Mandatory – Tier 1</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Right-to-audit clause in contract	<i>Required – Tier 1</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Liability cap (minimum 1× ACV)	<i>Min. 1× ACV</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Cyber insurance certificate provided	<i>Min. USD 1 Million</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Data return / destruction clause on termination	<i>Within 30 days</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Governing law & jurisdiction agreed	<i>Document jurisdiction</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Termination for cause and for convenience	<i>Both required</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Sub-processor change notification clause	<i>30 days notice</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

### G. Financial Stability & References

<b>Annual Revenue (latest FY)</b>	
<b>Funding / Ownership Structure</b>	
<b>Profitability / Cash Flow Status</b>	
<b>Credit Rating / D&amp;B Score</b>	
<b>Customer Reference 1</b>	Name: _____   Contact: _____ Feedback: _____
<b>Customer Reference 2</b>	Name: _____   Contact: _____ Feedback: _____
<b>AWS Partner Reference</b>	

### H. Overall Evaluation Scorecard

Evaluation Dimension	Weight	Max Points	Points Scored	Weighted Score
<b>Security &amp; Compliance</b>	<b>30%</b>	<b>30</b>		

Technical Capability & AWS Alignment	25%	25		
Commercial Terms & Pricing	25%	25		
Financial Stability & References	20%	20		
<b>TOTAL SCORE</b>	<b>100%</b>	<b>100</b>		_____/ 100 → Status: _____

**Scoring Guide: 75–100 = APPROVED | 60–74 = CONDITIONAL APPROVAL | Below 60 = REJECTED**

**I. Approval & Sign-Off**

Role	Name	Decision	Signature	Date
Procurement Manager		<input type="checkbox"/> Approved <input type="checkbox"/> Rejected		
CISO / Security Lead		<input type="checkbox"/> Approved <input type="checkbox"/> Rejected		
Service Delivery Manager		<input type="checkbox"/> Approved <input type="checkbox"/> Rejected		
AWS Practice Lead		<input type="checkbox"/> Approved <input type="checkbox"/> Rejected		
Executive Sponsor		<input type="checkbox"/> Approved <input type="checkbox"/> Rejected		

**J. Evaluator Comments & Next Steps**

**Summary Observations:**

  

**Open Items / Conditions:**

- 1.
  
- 2.

**Recommended Next Steps:**

- 1.
  
- 2.
  
- 3.