

Software Supplier Questionnaire

To better understand the software development life cycle process of your software products and services, please answer the following questions and return to the requesting business customer.

Software Supplier's Company Name:	
Date this form was completed:	
Contact Name:	
Contact Email Address:	
Contact Phone Number:	
List the software products and services your company provides to the requestor:	

#	Question	Check the box that applies
1	How many years has your company been providing software products and/or services for companies within a government-regulated industry (for example, Pharma or Medical Device)?	<input type="checkbox"/> Over 1 year <input type="checkbox"/> Over 2 years <input type="checkbox"/> Over 3 years <input type="checkbox"/> Over 5 years
2	Is your company's software development process compliant with any established industry standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3	Which software development life cycle (SDLC) model does your company practice?	<input type="checkbox"/> Waterfall <input type="checkbox"/> V-Shaped <input type="checkbox"/> Iterative <input type="checkbox"/> Spiral <input type="checkbox"/> Big Bang <input type="checkbox"/> Agile

Software Supplier Questionnaire

#	Question	Check the box that applies
4	Does your company have a documented policy that defines objectives for, and commitment to, a software quality system?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5	Is your company's software test team separate from the software developers?	<input type="checkbox"/> Yes <input type="checkbox"/> No

#	Question	Check the box that applies
6	For questions 6A thru 6Y, please specify which project validation documents are produced during your software development life cycle:	
6A	Project Charter	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6B	Project Plan	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6C	User/Business Requirements	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6D	Functional Requirements	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6E	Design Specifications	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable

Software Supplier Questionnaire

#	Question	Check the box that applies
6F	System Architecture Specifications	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6G	Database Specifications	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6H	Code Review	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6I	Development Unit Testing	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6J	Validation Plan	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6K	Functional Test Protocols (cases)	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6L	Feature Test Protocols (cases) [Note: Features contain one or more system functions.]	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6M	Test Results / Reports	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable

Software Supplier Questionnaire

#	Question	Check the box that applies
6N	Installation & Deployment Tests (Qualifications)	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6O	Performance Test Protocols	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6P	Load Test Protocols	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6Q	Regression Test Protocols	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6R	Test case and Requirements Traceability	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6S	Risk Assessments	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6T	Cybersecurity Assessments	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6U	User Acceptance Test Protocols (cases)	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable

Software Supplier Questionnaire

#	Question	Check the box that applies
6V	System Certification	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6W	Release Management	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6X	Project Release Notes	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
6Y	User Documentation Materials	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
7	What role, title, or project team member authorizes the software version for production release?	Please specify. <hr/> <hr/>
8	Does your company utilize a source code control system to control and manage software revisions?	<input type="checkbox"/> Yes. If "Yes", provide details. <hr/> <hr/> <input type="checkbox"/> No

Software Supplier Questionnaire

#	Question	Check the box that applies
9	Does your company utilize a defect management system in its SDLC process?	<input type="checkbox"/> Yes. If "Yes", provide details. <hr/> <hr/> <hr/> <input type="checkbox"/> No
10	Does your company utilize automated tools in software development?	<input type="checkbox"/> Yes. If "Yes", provide details. <hr/> <hr/> <hr/> <input type="checkbox"/> No
11	Does your company utilize automated tools in software testing?	<input type="checkbox"/> Yes. If "Yes", provide details. <hr/> <hr/> <hr/> <input type="checkbox"/> No
12	Does your company conduct and document internal audits of the SDLC implementation?	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable
13	Does your company have a defined process to handle identified issues and defects Post-Production implementation?	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable

Software Supplier Questionnaire

#	Question	Check the box that applies
14	Does your company have a process or mechanism to notify customers of software problems/defects, upgrades, or maintenance?	<input type="checkbox"/> Always <input type="checkbox"/> As needed <input type="checkbox"/> Not applicable

Please return this completed form to the requesting business customer.

End of Form