



WHEN WE CREATE A GOOD BRAND,  
**WE OPEN A PORTAL TO THE FUTURE.**

**Questionnaires**

## I. Objectives

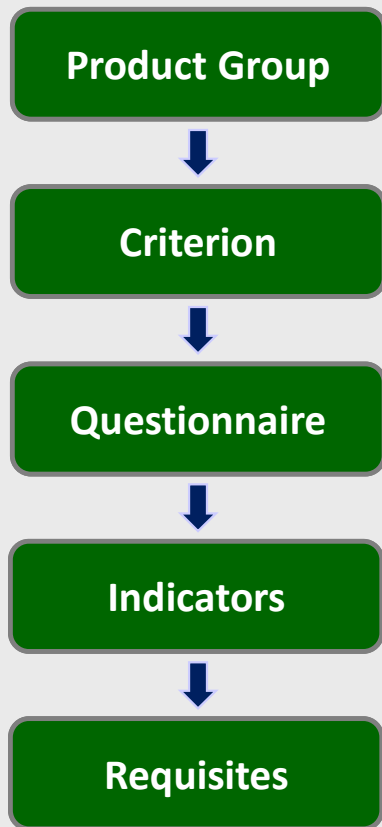
**After reading this training module, you will be able to:**

1. Understand the concepts of the Petrobras evaluation process:
  - Understand what a Product Group is;
  - Understand the evaluation Criteria;
  - Understand how the concepts of “Requisite”, “Indicator”, and “Questionnaires” relate to each other in the evaluation process.
2. Fill the available questionnaires to continue the evaluation process.



## II. Concepts

### Concepts



This document presents the feature “Questionnaire”, where the forms of the open questionnaires can be found.

Initially, the following concepts are described:

- Product Groups
- Evaluation Criteria
- Questionnaires, indicators and requisites



## II. Concepts

### Concepts

**Product Group**



#### What are the product groups?

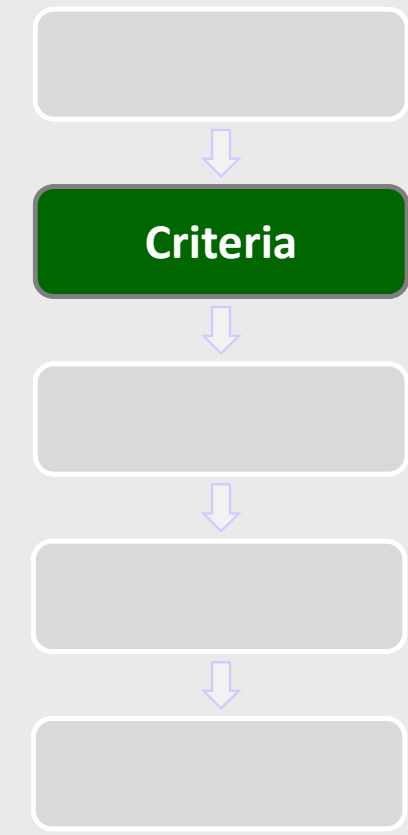
Product Groups are divisions at the supply lines, where similar items are gathered. They are divided into:

- Simplified product groups registry: require only “Legal” and “Technical” evaluation criteria with simple requisites.
- Complete product groups registration: require the evaluation of varied aspects, such as technical capacity, economic situation, regularity, quality, security and environmental management system.



## II. Concepts

### Concepts



### Which are the evaluation criteria?

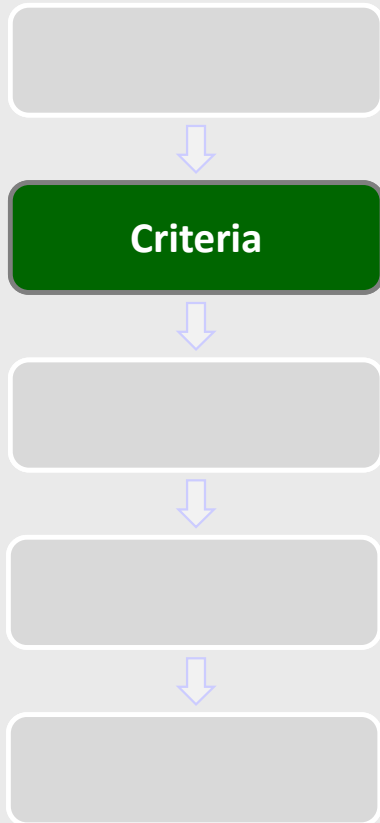
The companies of the Complete or Simplified Registration are evaluated through previously established Criterias, which may differ according to registration, supplier type and selected goods. The Criterias are described below:

- Economic: Requisites and indicators that evaluate the economic and financial results of the company.
- Managerial: Requisites and indicators set that evaluate the implantation guide of the Quality Management System, measuring the commitment with the quality and continuous improvement, appreciating and stimulating the certification according to the ISO 9001 standard.



## II. Concepts

### Concepts



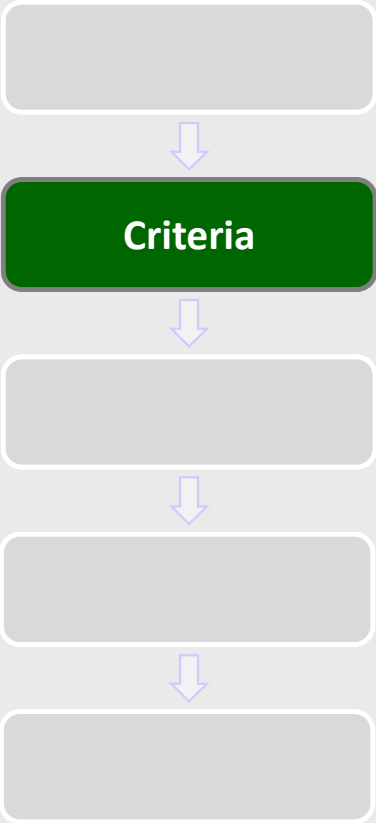
#### Which are the evaluation criteria? (continuation)

- Legal: Requisites and indicators set that evaluate the regularity of the companies based on their legal obligations with the market, the government organizations and society.
- Technical: Requisites and indicators set that evaluate the technical capacity, supply tradition, technical poise and eventual homologations and specific qualifications of the product which is the evaluation object.
- SMS: Requisites and indicators set that evaluate the implantation guide of the Security, Environment and Occupational Health Management System, appreciating and stimulating the certifications according to the ISO 14001 and OHSAS 18001 standards.
- Accreditation: Requisites and indicators set that evaluate the resellers on the accreditation process.



## II. Concepts

### Concepts



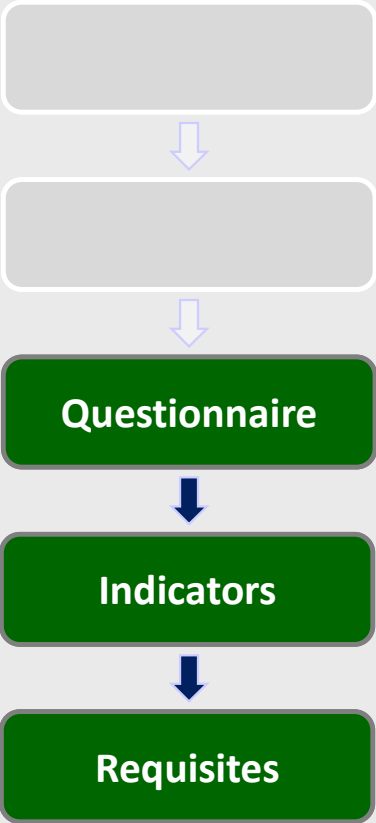
**Which are the evaluation criteria? (continuation)**

- Due Diligence Integrity (DDI); is part of PCPP Petrobras Corruption Prevention Program. This criteria will raise information about goods or services suppliers over its own reputation, trustworthiness and transparency in the conduct of their business practices and, where applicable, its managers, owners partners and shareholders.



## II. Concepts

### Concepts



#### What are questionnaires, indicators and requisites?

The Petrobras evaluation process is based on questionnaires composed by one or several indicators which evaluate the candidates to supply goods.

These indicators gather the requisites based on the topic to which they are related.

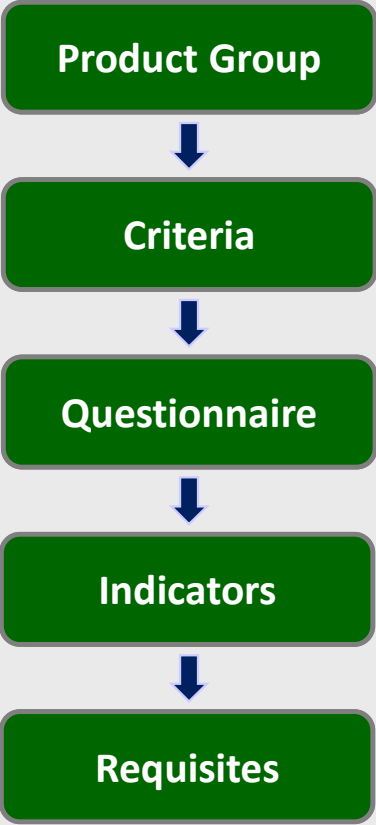
For the evaluation process to be continued, some requisites must be accomplished, following previously established criteria.



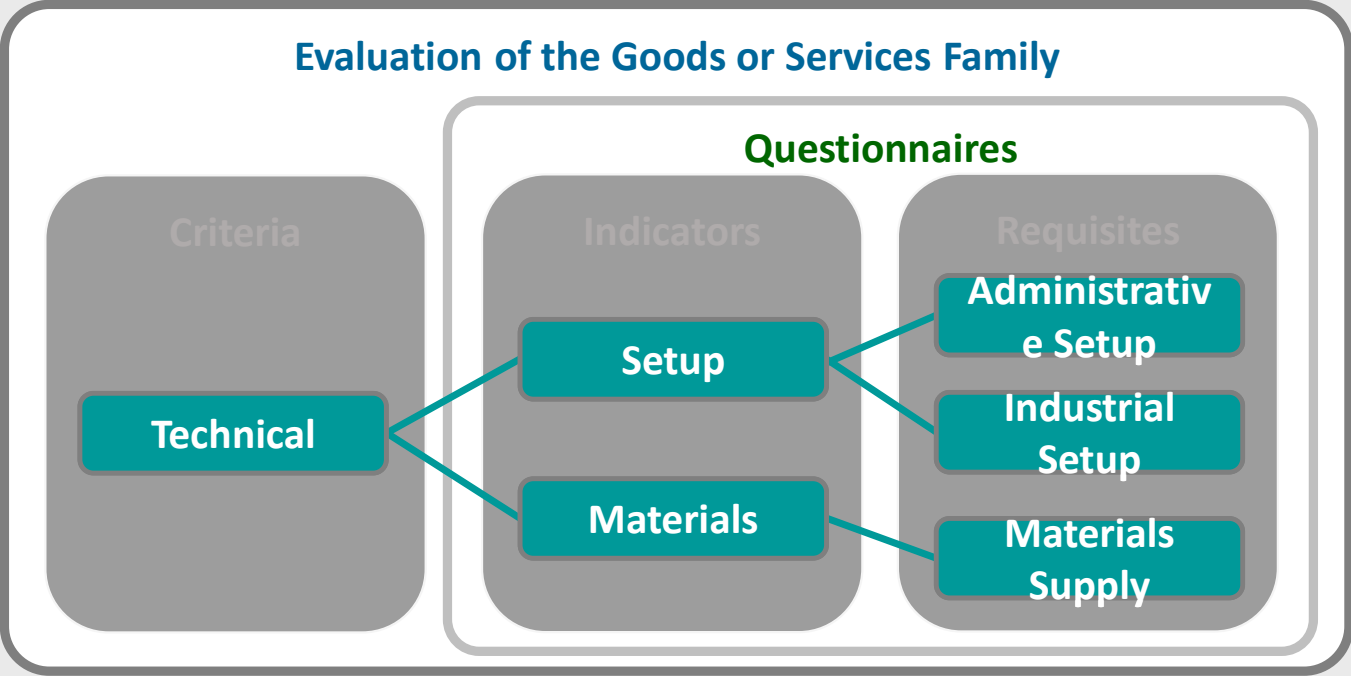


## II. Concepts

### Concepts




In the picture below, an example of the relations among the items is shown:




### III. How to Access


#### How to Access the feature “Evaluation Questionnaires”

In the Portal home page, a username and a password must be informed in order to access the restricted area.



[The Petronect](#) [Registration at Petrobras](#) [Purchasing and Contracting](#) [Payments](#) [Electronic Signature](#) [Latest News](#) [Help](#)


SEARCH 

LOGIN 

### Intelligent Opportunity Search

Your search for bidding and/or bidding in progress has changed!  
Use this space with the ideal key word to do your search!

Opportunities/Bids search here!



## Attention, Supplier!

Our Adhesion Term has been updated.  
Please read it again for acceptance.

Login


Key (Petrobras Group)  
or User (Supplier)


Password

CONTINUE

[I forgot my password >](#)

[I still don't have a record >](#)





### III. How to Access

After logging in, a menu will be displayed. Click on “Petrobras Registration” to view the menu registration options.

The Petronect

**Registry at Petrobras**

Payments

Petrobras Security Information Standards

About Registry at PetrobrasAnnouncementsCompany IdentificationEvaluation QuestionnairesResults from EvaluationEventsTrack Your SituationContact Us

#### ABOUT REGISTRY AT PETROBRAS

Inside the "Registry at Petrobras" menu you can access the following items:

1

**Company Identification**

During this step, basic data, bank data, supply items and places you wish to supply for Petrobras Brazil are requested.

[Learn More](#)

2

**Evaluation Questionnaires**

It is through the evaluation questionnaires that **Petrobras Brazil** evaluates the companies.

[Learn More](#)

3

**Results from Evaluation**

By the end of each evaluation a result will be issued with Petrobras notes and comments. If approved, CRC (Certificate of Registration) will be issued, which may be Total or Partial.

[Learn More](#)

4

**Events**

Display **Petrobras Brazil** events which the company is invited.

5

**Contact Us**

a. Allows submitting tickets to **Petrobras Brazil** about doubts, providences, suggestions and complaints.

**Tip:**  
Access the Frequent Asked Questions of Registry at Petrobras.

[FAQ](#)

**Evaluation**  
Presents all company's evaluation process historical list.

**Monitoring Panel**  
Information about the company performance, contracts, tax compliance, etc.

**Notes**  
Displays recent and historical information about notes obtained per supplying families.

CRC  
Presents information about CRC issued to the company.



III. How to Access

The screenshot shows the Petrobrás Registry web interface. At the top, a navigation bar includes links for 'The Petronect', 'Registry at Petrobras', 'Payments', and 'Petrobras Security Information Standards'. Below this, a secondary menu lists 'About Registry at Petrobras', 'Announcements', 'Company Identification', 'Evaluation Questionnaires', 'Results from Evaluation', 'Events', 'Track Your Situation', and 'Contact Us'. The main content area is titled 'ABOUT REGISTRY AT PETROBRAS' and lists items accessible from the 'Registry at Petrobras' menu. These items are numbered 1 through 5: 1. Company Identification, 2. Evaluation Questionnaires, 3. Evaluation, 4. Events, and 5. Contact Us. A central text box with a blue border contains the instruction: 'In the area of “Petrobras Registration” menu, click on “Evaluation Questionnaires”'. Arrows point from the 'Registry at Petrobras' menu item and the central text box to the 'Evaluation Questionnaires' menu item. A red arrow points from the 'Company Identification' section to the 'Evaluation Questionnaires' section. A 'Tip' box at the bottom left suggests accessing the FAQ. The bottom of the page features a series of navigation arrows and the Petronect logo.

**1 Company Identification**  
During this step, basic data, bank data, supply items and places you wish to supply for Petrobras Brazil are requested.  
[Learn More](#)

**2 Evaluation Questionnaires**  
It is through the evaluation questionnaires that Petrobras evaluates the companies.  
[Learn More](#)

**3 Evaluation**  
Presents all company's evaluation process historical list.  
[Learn More](#)

**4 Events**  
Display **Petrobras Brazil** events which the company is invited.

**5 Contact Us**  
a. Allows submitting tickets to **Petrobras Brazil** about doubts, providences, suggestions and complaints.

**Tip:**  
Access the Frequent Asked Questions of Registry at Petrobras.  
[FAQ](#)

**Monitoring Panel**  
Information about the company performance, contracts, tax compliance, etc.

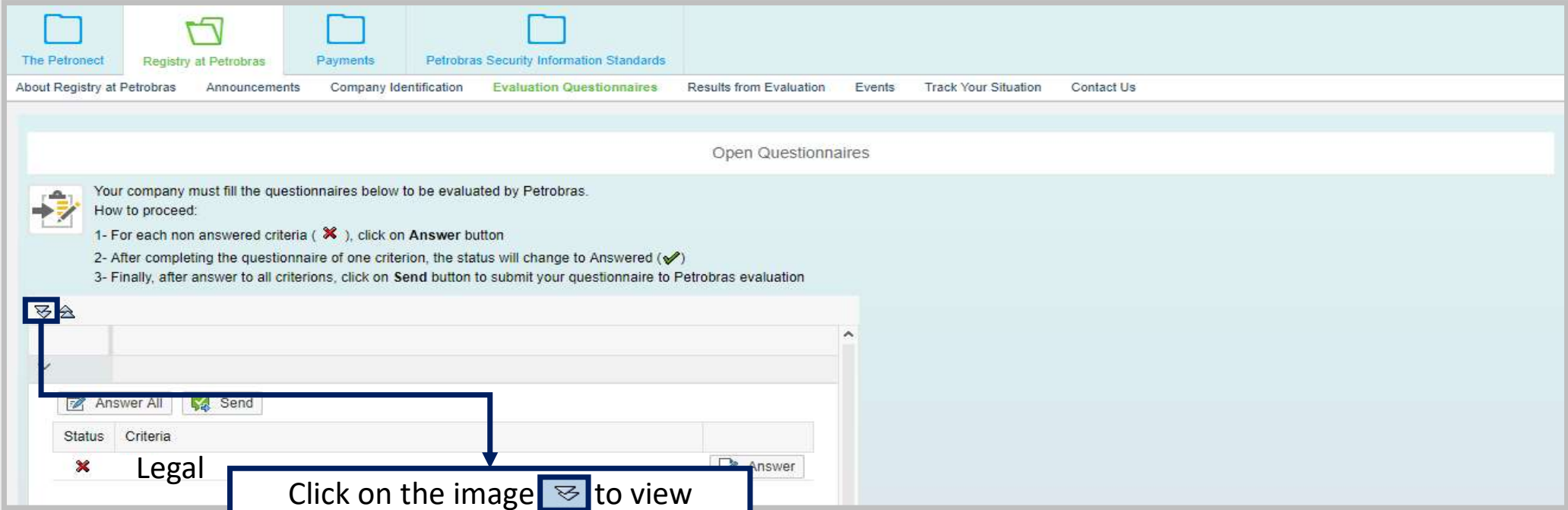
**Notes**  
Displays recent and historical information about notes obtained per supplying families.


**CRC**  
Presents information about CRC issued to the company.

**In the area of “Petrobras Registration” menu, click on “Evaluation Questionnaires”.**

# IV. Evaluation Questionnaires

In this page, the open questionnaires of the company will be listed.



Click on the image  to view details about the descriptions of all the questionnaires.

## IV. Evaluation Questionnaires

The Economic, Legal and Accreditation questionnaires will be displayed.

---


Answer All    Send

Status	Criteria	
	Economic	Answer
	Legal	Answer
	Accreditation	Answer

# IV. Evaluation Questionnaires



Your company must fill the questionnaires below to be evaluated by...


How to proceed:


- 1- For each non answered criteria (  ), click on **Answer** button
- 2- After completing the questionnaire of one criterion, the status will
- 3- Finally, after answer to all criterions, click on **Send** button to submit







You can answer all the questionnaires at the same time by clicking on the “Answer All” button.


Status subtitles:

-  - Filled
-  - Not filled

 **Answer All**

 **Send**

Status	Criteria	
	Economic	 Answer
	Legal	 Answer
	Accreditation	 Answer

The incomplete questionnaires are the ones which have the  status. Click on the “Answer” button located on the corresponding line to fill the questionnaire.

# IV. Evaluation Questionnaires

When you click on the “Answer” button, the page below is shown. It is possible to view the questionnaire information with more details.

Open Questionnaire

Fornecedor: xxxxxxxxxxxxxxxxxxxxxxxx

CNPJ: xxxxxxxxxxxxxxxxxxxxxx

Legal	✖	
Legal Capacity	✖	
Filials	✖	Edit
Legal Certification	✖	
Inscription on the City Contributors (CCM) or Location Charter	✖	Edit
Legal Fiscal Compliance	✖	
Proof that's not in a concordat status	✖	Edit
Terms and Declarations	✖	
Commitment Letter	✖	Edit

Criterion Questionnaire Indicator Requisite

Choose one requisite and then click on the “Edit” button to answer the form. A new window displays the fields with the necessary information.





# IV. Evaluation Questionnaires

Open Questionnaire

Fornecedor: xxxxxxxxxxxxxxxxxxxxxxxx

CNPJ: xxxxxxxxxxxxxxxxxxxxxxxx

Legal

Legal Capacity

Filials

Legal Certification

Inscription on the City Contributors (CCM) or Location Charter

Legal Fiscal Compliance

Proof that's not in a concordat status

Terms and Declarations

Commitment Letter

Legal Capacity

Opened for editing

Instructions

Attach

Ativo Circulante

Selected families

Search

OK

Selected families	Det...	Fill	Tradition
01.18.01.01 - 01.18.01.01 - Proj. Eletr. Subst./Redes- Projeto Básico (99000040)		X	Attachs(0)

This button provides instructions about answering the questionnaires.

This icon is for attachments.

▶▶▶▶▶▶▶▶

Petronect

# IV. Evaluation Questionnaires

Every data change can be saved by clicking on the “Save as Draft” button. The updates can also be confirmed through the “Confirm” button.

Open Questionnaire

Fornecedor XXXXXXXXXXXXXXXXXXXX  
CNP. XXXXXXXXXXXXXXXXXXXX

▼ fffffff

▼ Due Diligence

Anexo A

Anexo B

Anexo A

Opened for editing

Save as Draft

Confirm

Integration

Instructions

Attach

1. General Information:

1.1. Registration information

1.1.1 CNPJ (or foreign registration number if not registered in Brazil), corporate name, trade name, and former names (if applicable).

1.1.2 Address of the head office, branches and representation offices in Brazil or abroad.

1.1.3 Business Scope.

1.1.4 Business Size.

PERG\_ANEXO\_A\_1.5

Yes

No

Close



IV. Evaluation Questionnaires

Open Questionnaire

! Fill all required entry fields

! Fill all required entry fields

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX

CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

Legal

Legal Capacity

Legal Certification

Declaration related to the last contractual/statutory update

Opened for editing

Save as Draft

Confirm

Instructions

STATEMENT REGARDING THE LAST CONTRACT AMENDMENT / STATUTORY

declare under penalty of law, that the last amendment of the Contract / Bylaws of the Company is scanned into the Portal Master, in the field of respective requirement, with the same duly registered with the Board of Trade of the State or the Civil Registry of Legal Entities.

\* Number of the last record in the Commercial / Civil Registry PJ

\* Last date of registration in the Commercial / Civil Registry PJ

TABLE OF OWNERSHIP STRUCTURE:

Please enter the CPF / CNPJ partners without dots and dashes, the name / full corporate partners and the percentage (%) of each them.

Add Lines

Item	CPF / CNPJ (without dots and dash)	Name / Company Name	Interest%
1			

Not Accepted

Accepted

▶▶▶▶▶▶▶▶

Petronect


## IV. Evaluation Questionnaires

The following message appears when the attachment of a document is required.

Questionnaire Attachments

Linked Attachments

Attachments Library



The "Linked Attachments" area displays only attachments linked to the selected questionnaire.

- Load: Includes the selected file in the attachment library and to the selected questionnaire.

- Unlink: Removes the selected link file from selected questionnaire. Keeps only in the library.

Search parameters


Description:

File Name:

Search

Unlink


Load



Description

File Name

Criteria

 No linked attachments

In order to attach a document, click on the "Load" button. After this procedure, a new window is displayed, as shown below.

IV. Evaluation Questionnaires

Click on the “Choose File” button to attach a new document in the “Load” sheet.

Load

✔

File has been loaded successfully.

!

1) Will be allowed the inclusion of up to 10 files at a time.

2) The maximum size allowed per file will be of 5MBs.

3) Allowed extensions:  
PDF, JPG, JPEG, BMP, PNG, TIF, GIF, DOC, DOCX, XLS, XLSX, PPT, PPTX, ODT, ODS, ODP, ODB, ODD, TXT, MPG, MPEG, P7S, P7B, DCA and SIG.

Load

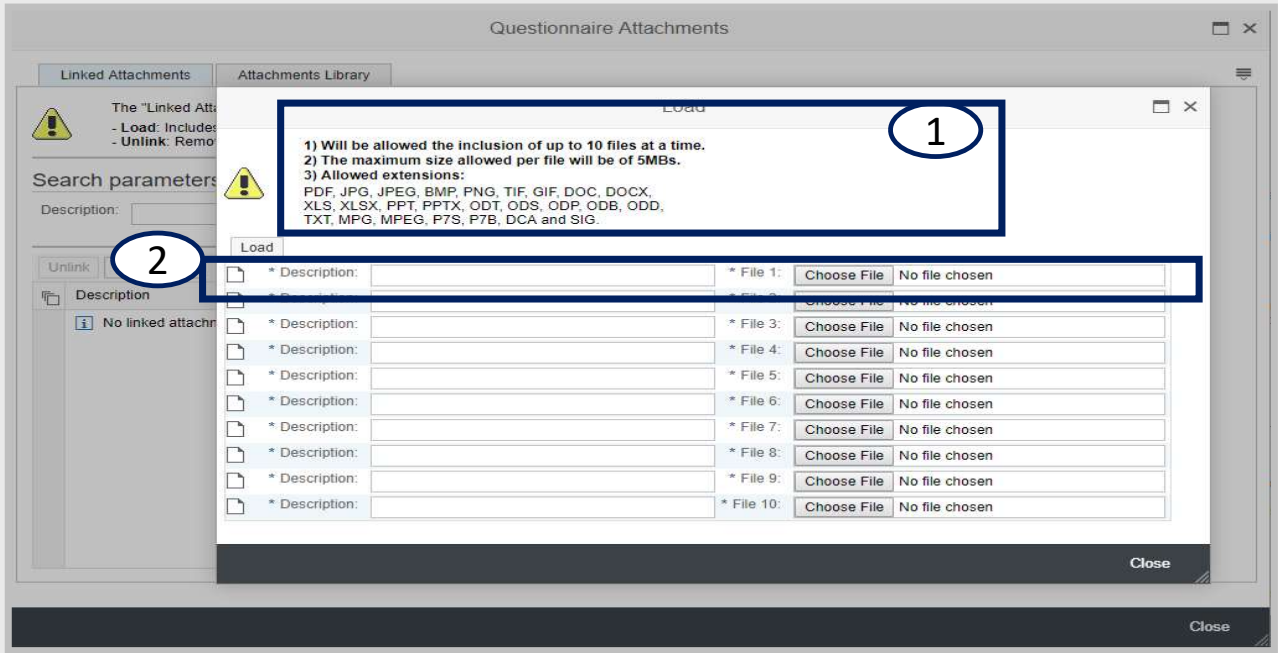
<div><div>✔</div><div>* Description:</div></div>	Attachments	File 1:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 2:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 3:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 4:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 5:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 6:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 7:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 8:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 9:	<div>Choose File</div>	No file chosen
<div><div>📄</div><div>* Description:</div></div>		* File 10:	<div>Choose File</div>	No file chosen

Close

# IV. Evaluation Questionnaires

The screen will show a relevant information about adding attachments, such as maximum size and allowed extensions.

The "Description" field should be filled with the name of the document to be attached. To fill the "File" field, click the "Choose File" button and find the file on your computer that will be attached.



IV. Evaluation Questionnaires

After finding the file, click on the "load" button.  
The successful message appears on the page. Click on the "Close" button.

4

File has been loaded successfully.

3

Load

1) Will be allowed the inclusion of up to 10 files at a time.  
2) The maximum size allowed per file will be of 5MBs.  
3) Allowed extensions:  
PDF, JPG, JPEG, BMP, PNG, TIF, GIF, DOC, DOCX,  
XLS, XLSX, PPT, PPTX, ODT, ODS, ODP, ODB, ODD,  
TXT, MPG, MPEG, P7S, P7B, DCA and SIG.

* Description:	Attachments	File 1:	Choose File	No file chosen
* Description:		* File 2:	Choose File	No file chosen
* Description:		* File 3:	Choose File	No file chosen
* Description:		* File 4:	Choose File	No file chosen
* Description:		* File 5:	Choose File	No file chosen
* Description:		* File 6:	Choose File	No file chosen
* Description:		* File 7:	Choose File	No file chosen
* Description:		* File 8:	Choose File	No file chosen
* Description:		* File 9:	Choose File	No file chosen
* Description:		* File 10:	Choose File	No file chosen

Close





## IV. Evaluation Questionnaires

After loading the file successfully, a table of the “Attachments Library” sheet is displayed, as shown below.

Questionnaire Attachments

Linked Attachments
Attachments Library

The library attachments stores all your downloaded files in the Portal

- **Save:** Saves the updates made
- **Link File:** Binds the selected library file to the questionnaire

---

### Search parameters

☒ Technical
 ☒ Economic
 ☒ Legal
 ☒ Managerial
 ☒ Accreditation
 ☒ Others

Description: 
File Name:

---

Save
Link File

Description	File Name	Criteria	Exten...	Size (Bytes)	Created at
Attachment	C:\fakepath\Tulips.jpg	Technical	JPG	620888	30.05.2014 11:1...
Attachment 2	C:\fakepath\Tulips.jpg	Technical	TXT	5	12.12.2017 16:2...
Attachment 3	C:\fakepath\Untitled.png	Technical	PNG	189125	06.06.2014 16:5...
Attachment 4	C:\fakepath\Tulips.jpg	Technical	PDF	733581	02.01.2018 18:3...
Attachment 5	C:\fakepath\Tulips.jpg	Technical	TXT	6	28.07.2014 13:5...
Attachment 6	C:\fakepath\Desert.jpg	Technical	JPG	845941	16.07.2014 14:4...
Attachment 7	C:\fakepath\Tulips.jpg	Technical	JPG	620888	16.07.2014 14:4...
Attachment 8	C:\fakepath\Tulips.jpg	Technical	JPG	620888	16.07.2014 14:4...
Attachment 9	C:\fakepath\Tulips.jpg	Technical	JPG	595284	16.07.2014 14:4...
Attachment 10	C:\fakepath\Tulips.jpg	Technical	TXT	6	28.07.2014 13:5...





## IV. Evaluation Questionnaires

The attachment will be related automatically to the requisite. Select the sheet “Linked Attachments”, as displayed in the picture below, to check the document:

[illegible]


## IV. Evaluation Questionnaires

- 5. In the “Linked Attachments” sheet, select the gray square beside the name of the document to unlink the document from the requisite. Click on the “Unlink” button with the selected document.
- 6. After this procedure, the information "Attachment (s) unlinked successfully" will appear.

5

Attachments Linked to Items

Library's Attachment Requirement




The "Attachments Linked to Items" area displays only attachments linked to the selected item/questionnaire.  
- Load: Includes the selected file in the attachment library and to the selected item/questionnaire.  
- Unlink: Removes the selected link file from selected item/questionnaire. Keeps only in the library.

Search parameters

Description:  File


Unlink

Load



Description	File Name	Criteria	Exten...	Size (Bytes)	Created at
Attachment	C:\fakepath\Tulips.jpg	Technical	PDF	20242	02.02.2017 14:1...

Open Questionnaire



Attach(s) has(have) been unrelated successfully.

Attachments Linked to Items


Library's Attachment Requirement




# IV. Evaluation Questionnaires

You need to follow complementary orientations to answer the Technical Criteria Questionnaire. These Criterias are not applied to the supplier which are classified as Reseller/Distributor.

Open Questionnaires



Your company must fill the questionnaires below to be evaluated by Petrobras.  
How to proceed:  
1- For each non answered criteria ( ✖ ), click on **Answer** button  
2- After completing the questionnaire of one criterion, the status will change to Answered ( ✔ )  
3- Finally, after answer to all criterions, click on **Send** button to submit your questionnaire to Petrobras evaluation



Answer All

Send


Status

Criteria

✖

Technical

Answer

Click on the image  to view the descriptions of all the questionnaires with details.

Click on “Answer” to fill out of the Technical Criteria Questionnaire.

▶▶▶▶▶▶▶▶

Petronect

IV. Evaluation Questionnaires

After clicking on the “Answer” button, the page below is shown and the questionnaire information will be displayed with more details.

Your company must fill the questionnaires below to be evaluated by

How to proceed:

- 1- For each non answered criteria ( ), click on **Answer** button
- 2- After completing the questionnaire of one criterion, the status will
- 3- Finally, after answer to all criterions, click on **Send** button to subm

Answer All

Send

StatusCriteria

Technical

Open Questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX

CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

Technical

Personnel

Materials Supply Tradition

Supplies Tradition

Edit

Edit

Close

Criterion Questionnaire Indicator Requisite

IV. Evaluation Questionnaires

After choosing a requisite, click on the “Edit” button to answer the form. A window with the corresponding fields is displayed.

Open Questionnaire

ornecedor: XXXXXXXXXXXXXXXXXXXXXXXX  
:NPJ XXXXXXXXXXXXXXXXXXXXXXXX ]

Technical

Personnel

Company Personnel

Materials Supply Tradition

Supplies Tradition

✖

✖

✖ Edit

✖

✖ Edit

Company Personnel

Opened for editing

Save as Draft Confirm

Attach

Add Lines

Item	Technical Description	Delivery Date	Customer	Contact(name, phone, email)	Link Products
1					Products (0)
2					Products (0)

IV. Evaluation Questionnaires

In some requisites of the Technical Criteria, some attachments must be linked to the respective Products.

ATTENTION: The file attachment (s) to a requirement of the Technical Criteria is analogous to the process explained above in Legal Criteria.

XXXXXXXXXXXXXXXXXXXX

Forne XXXXXXXXXXXXXXXXXXXX RIAIS ELETRICOS LTDA  
CNPJ: 59274316000114

Technical

Personnel

Company Personnel

Materials Supply Tradition

Sup

Supplies Tradition

Opened for editing

Save as Draft Confirm

Instructions Attach

Add Lines

Item	Technical Description	Delivery Date	Customer	Contact(name, phone, email)	Link Products
1					Products (0)
2					Products (0)

The link "Attach" will be useful to link attachments to the open requisite.

In the link "Instructions", a window will be displayed with information about filling out.


# IV. Evaluation Questionnaires

In order to get the search for files inside the "Library Notes" in the Search Parameters section easier, a search filter will be displayed.

Questionnaire Attachments

Linked Attachments



Attachments Library



The library attachments stores all your downloaded files in the Portal

- Save: Saves the updates made
- Link File: Binds the selected library file to the questionnaire

Search parameters




☒ Economic ☒ Legal

Description:  File Name: 

Search

Save

Link File



Description	File Name	Criteria	Exten...	Size (Bytes)	Created at
teste	PTS 700345.txt	Economic	TXT	392	17.08.2012 15:4...
Teste 2	Capture.PNG	Legal	PNG	1180156	19.02.2018 16:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:4...

# IV. Evaluation Questionnaires

In the illustrated buttons below, will be possible to select all criterias shown or uncheck them.



Questionnaire Attachments

Linked Attachments

Attachments Library

The library attachments stores all your downloaded files in the Portal

- Save: Saves the updates made

- Link File: Binds the selected library file to the questionnaire

Search parameters

☒ Economic ☒ Legal

Description:

File Name:

Search

Save

Link File

Description	File Name	Criteria
teste	PTS 700345.txt	Economic
Teste 2	Capture.PNG	Legal
teste	PTS 700345.txt	Legal
teste	PTS 700345.txt	Legal
teste	PTS 700345.txt	Legal
teste	PTS 700345.txt	Legal
teste	PTS 700345.txt	Legal

To do a search, insert a term on the field "Description" or "File" and click on the "Search" button.




IV. Evaluation Questionnaires

Questionnaire Attachments

Linked Attachments



Attachments Library



The library attachments stores all your downloaded files in the Portal


- Save: Saves the updates made
- Link File: Binds the selected library file to the questionnaire

Search parameters



☒ Economic ☒ Legal

Description:  File Name:



Description	File Name	Criteria	Exten...	Size (Bytes)	Created at
teste	PTS 700345.txt	Economic	TXT	392	17.08.2012 15:4...
Teste 2	Capture.PNG	Legal	PNG	1180156	19.02.2018 16:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:4...

The search result will show the attachment showing which criteria was linked.


# IV. Evaluation Questionnaires

It will be possible to request filter's results through the columns. You just have to click on the column title you want. For example, in the "Created" column, after clicking documents will be sorted on more recent dates.

Questionnaire Attachments

Linked Attachments



Attachments Library



The library attachments stores all your downloaded files in the Portal

- Save: Saves the updates made
- Link File: Binds the selected library file to the questionnaire

Search parameters



☒ Economic ☒ Legal

Description:

File Name:

Search

SaveLink File

Description	File Name	Criteria	Exten...	Size (Bytes)	Created at
teste	PTS 700345.txt	Economic	TXT	392	17.08.2012 15:4...
Teste 2	Capture.PNG	Legal	PNG	1180156	19.02.2018 16:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:3...
teste	PTS 700345.txt	Legal	TXT	392	17.08.2012 15:4...



IV. Evaluation Questionnaires

Select “Products” to fill in the “Link Products” column.

Open Questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX  
CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

▼ Technical

▼ Technical Capability

Technical Assistance in Brazil

▼ Materials Supply Tradition

Supplies Tradition

▼ PGQMSA

PGQMSA Assessment

✖

✖

✖

✖

✖

✖

Display

Display

Display

Save as Draft

Confirm

Attach

This (these) group (groups) require(s) adherence to specific requirements determined by PGQMSA – Program of Guarantee of Quality of products and Associated Services.

The program is intended for on-site evaluation based on PETROBRAS criteria of the suppliers of goods and services considered critical for the company, identified as PGQMSA groups. In this case, PETROBRAS will establish contact with the supplier to schedule the evaluation.

PGQMSA evaluation is based on the evaluation of the supplier Quality Management System in conformity with ISO 9001 , in its most recent version, technology of project, technology of manufacturing process, input/acquisition, production capacity and supply logistics.

Evaluation through the program does not exempt from the evidence of adherence to other requirements of technical qualification (supply history, ISO 9001 certification,... )

Add Lines

Item	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments	
1			Products (0)	Attachments (0)	
2			Products (0)	Attachments (0)	

IV. Evaluation Questionnaires

Open Questionnaire

Fornecedor:

CNPJ:

Technical

Personnel

teste

Detalhamento PGBF EN

Materials Supply Tradition

Company Personnel

Company Personnel

Detalhamento PGBF EN

Supplies Tradition

Company Personnel

Opened for editing

Save as Draft Confirm

Attach

Open Questionnaire

Select the families below to link to the item of the questionnaire:

	Description of the Family
<input checked="" type="checkbox"/>	T-01 - Carbon steel line pipe ;with seam ;API 5L ; (98000132)
<input type="checkbox"/>	M-11 - (98000172)

Save Cancel

Product selection.

After selecting the desired "Product", click on "Save".

Products (0) Attachments (0)

Products (0) Attachments (0)

# IV. Evaluation Questionnaires

The window presents the table indicating the Product Group(s) number linked to the respective requisite.

Open Questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX  
CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

Save as Draft

Confirm

Attach

This (these) group (groups) require(s) adherence to specific requirements determined by PGQMSA – Program of Guarantee of Quality of products and Associated Services.

The program is intended for on-site evaluation based on PETROBRAS criteria of the suppliers of goods and services considered critical for the company, identified as PGQMSA groups. In this case, PETROBRAS will establish contact with the supplier to schedule the evaluation.

PGQMSA evaluation is based on the evaluation of the supplier Quality Management System in conformity with ISO 9001, in its most recent version, technology of project, technology of manufacturing process, input/acquisition, production capacity and supply logistics.

Evaluation through the program does not exempt from the evidence of adherence to other requirements of technical qualification (supply history, ISO 9001 certification,...)

Add Lines

Item	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments	
1			Families ( 1 )	Attachments (0)	
2			Products (0)	Attachments (0)	

Technical

Technical Capability

Technical Assistance in Brazil

Materials Supply Tradition

Supplies Tradition

PGQMSA

PGQMSA Assessment

▶▶▶▶▶▶▶▶

Petronect

IV. Evaluation Questionnaires

Select “Attachments” to link the file(s) to the product.

Open Questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX  
CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

Technical

Technical Capability

Technical Assistance in Brazil

Materials Supply Tradition

Supplies Tradition

PGQMSA

PGQMSA Assessment

✖

✖

✖

✖

✖

✖

Display

Display

Display

Save as Draft

Confirm

Attach

This (these) group (groups) require(s) adherence to specific requirements determined by PGQMSA – Program of Guarantee of Quality of products and Associated Services.

The program is intended for on-site evaluation based on PETROBRAS criteria of the suppliers of goods and services considered critical for the company, identified as PGQMSA groups. In this case, PETROBRAS will establish contact with the supplier to schedule the evaluation.

PGQMSA evaluation is based on the evaluation of the supplier Quality Management System in conformity with ISO 9001, in its most recent version, technology of project, technology of manufacturing process, input/acquisition, production capacity and supply logistics.

Evaluation through the program does not exempt from the evidence of adherence to other requirements of technical qualification (supply history, ISO 9001 certification,...)

Add Lines

Item	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments
1			Families ( 1	Attachments (0)
2			Products (0)	Attachments (0)

# IV. Evaluation Questionnaires

A new window is shown. Click on the “Attachments Linked to Document” sheet. The attachment linked before the open requisite is displayed, as shown below:

Open Questionnaire

Attachments Linked to Items

Library's Attachment Requirement

!

The "Linked Attachments" area displays only attachments linked to the selected questionnaire.  
- Link File: Binds the selected library file to the questionnaire.

Search parameters

Description:

File Name:

Search

Link File

Description	File Name	Criteria	Exten...	Size (Bytes)	Created at
Teste 3	Capture.PNG	Technical	PNG	1180156	21.02.2018 10:1...

Select the gray square beside the name of the document and click on "Link File".

Close







IV. Evaluation Questionnaires

The window presents a table indicating the Product(s) number linked to the requisite and the attachments number linked to the product.

Open Questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX  
CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

▼ Technical

▼ Technical Capability

Technical Assistance in Brazil

▼ Materials Supply Tradition

Supplies Tradition

▼ PGQMSA

PGQMSA Assessment

Save as Draft

Confirm

Attach

This (these) group (groups) require(s) adherence to specific requirements determined by PGQMSA – Program of Guarantee of Quality of products and Associated Services.

The program is intended for on-site evaluation based on PETROBRAS criteria of the suppliers of goods and services considered critical for the company, identified as PGQMSA groups. In this case, PETROBRAS will establish contact with the supplier to schedule the evaluation.

PGQMSA evaluation is based on the evaluation of the supplier Quality Management System in conformity with ISO 9001, in its most recent version, technology of project, technology of manufacturing process, input/acquisition, production capacity and supply logistics.

Evaluation through the program does not exempt from the evidence of adherence to other requirements of technical qualification (supply history, ISO 9001 certification,...)

Add Lines

Item	PGQMSA Evaluation   Date	Date	Link Products	Link Attachments
1			Families ( 1 )	Attachments(1)
2			Products (0)	Attachments (0)


▶▶▶▶▶▶▶▶

Petronect

# IV. Evaluation Questionnaires



The questionnaires can only be sent if all of them are completed. After clicking on “Send”, a confirmation pop-up is displayed.

Open Questionnaires



Your company must fill the questionnaires below to be evaluated by Petrobras.

How to proceed:

- 1- For each non answered criteria (  ), click on **Answer** button
- 2- After completing the questionnaire of one criterion, the status will change to Answered (  )
- 3- Finally, after answer to all criterions, click on **Send** button to submit your questionnaire to Petrobras evaluation

---


[Click here](#) to view the questionnaire answers for the current families's requirements.




[Click here](#) to view the questionnaire answers for the current and the historical families's requirements.

---

Registration

Answer All


 Send

Status	Criteria	
	Econômico	<div>Answer</div>
	Technical	<div>Answer</div>
	Legal	<div>Answer</div>

# IV. Evaluation Questionnaires



The questionnaires can only be sent if all of them are completed. After clicking on “Send”, a confirmation pop-up is displayed.

Open Questionnaires



Your company must fill the questionnaires below to be evaluated by Petrobras.

How to proceed:

- 1- For each non answered criteria (  ), click on **Answer** button
- 2- After completing the questionnaire of one criterion, the status will change to Answered (  )
- 3- Finally, after answer to all criterions, click on **Send** button to submit your questionnaire to Petrobras evaluation

---


[Click here](#) to view the questionnaire answers for the current families's requirements.




[Click here](#) to view the questionnaire answers for the current and the historical families's requirements.

---

Registration

Answer All

 Send

Status	Criteria	
	Econômico	<div>Answer</div>
	Technical	<div>Answer</div>
	Legal	<div>Answer</div>



## IV. Evaluation Questionnaires

For companies that provide at least one of the services listed below, the system will allow the Integrity Criteria assessment questionnaire, of the registration type, to be sent separately from the other questionnaires.

99005700 - Chartering and operation of MODU (Mobile Offshore Drilling Unit)

99006301 - [PQ] Chartering or transporting people and cargo by plane;

99006580 - Chartering of rafts and pushers;

99007770 - [PQ] Chartering or transportation by helicopter of people and cargo (cycle 2019);

99005521 - Chartering and operation services of Floating Production Units (FPUs);

99006160 - Chartering of Unit for Maintenance and Safety (UMS);

99006510 - Chartering of tugboats and towing services;

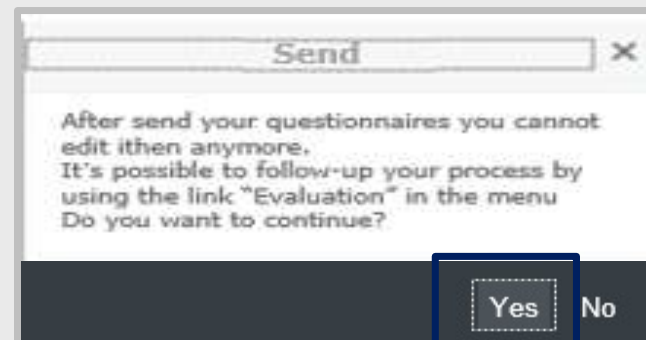
99007710 - [PQ] Chartering of maritime support vessels and support services for floating units (cycle 2019);

99007711 - [PQ] Affreightment of special vessels;



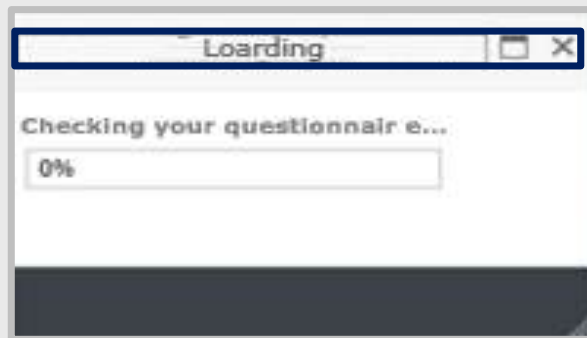
## IV. Evaluation Questionnaires

After sending the questionnaire, a message is displayed. Click on “Yes” to confirm. After sending the questionnaire, it cannot be edited anymore.




## IV. Evaluation Questionnaires

After sending the questionnaire a message will be displayed informing that it is being checked by the system.





## IV. Evaluation Questionnaires

After sending the questionnaires, a message informing that the company doesn't have an open questionnaires will be displayed.



Your company must fill the questionnaires below to be evaluated by Petrobras.

How to proceed:


- 1- For each non answered criteria (  ), click on **Answer** button
- 2- After completing the questionnaire of one criterion, the status will change to Answered (  )
- 3- Finally, after answer to all criterions, click on **Send** button to submit your questionnaire to Petrobras evaluation

---

[Click here](#) to view the questionnaire answers for the current families's requirements.

[Click here](#) to view the questionnaire answers for the current and the historical families's requirements.

---



Your company does not have open questionnaires.





# IV. Evaluation Questionnaires

Answer the search and then click the "Send" button

Satisfaction Survey

Satisfaction Survey Test 19.11.2018

001. TEST AMANDA 20.11

☐ C

☐ A

☐ B

002. Test Amanda 16.11

☐ Red 1

☐ Red 2

☐ Red 3

003. How do you rate the completion of this questionnaire?

☐ 3

☐ 1 Very easy

☐ 5

☐ 4

☐ 2

004. how old are you?

☐ 10

☐ 20

☐ 30

Return

Send





# IV. Evaluation Questionnaires

The surveys to be answered will be stored in the "Satisfaction Survey" menu.

Welcome: | Monday, February 4, 2019 | My Account | Trainings | Contact Us | Terms | Membership & Billing | Securely Log Off

The Petronec

Registry at Petrobras

Electronic Quotes

Contracts and Orders

Payments

Digital Signature

Petrobras Security Information Standards

About Registry at Petrobras

Announcements

Company Identification

Evaluation Questionnaires

Results from Evaluation

Events

Track Your Situation

Contact Us

Satisfaction Survey

Satisfaction Survey

Welcome to the supplier satisfaction survey tool.  
It is one of the tools of the Petrobras's Suppliers Registry used to capture the perception of your Company regarding the process of filling out the questionnaires and the Evaluation of the Cadastre.

Open Surveys

Search History

Open Surveys

Search Title	Created in	Process Number	Situation	Option
Teste Pesquisa de Satisfação 19.11.2018	22.11.2018	3000033203	Available	Answer
Teste Pesquisa de Satisfação 19.11.2018	19.11.2018	3000033187	Available	Answer
Teste Pesquisa de Satisfação Tipo 2 19.11.2018	22.11.2018	3000032527	Available	Answer
Teste Pesquisa de Satisfação Tipo 2 19.11.2018	22.11.2018	3000033203	Available	Answer
Teste Pesquisa de Satisfação 19.11.2018	22.11.2018	3000033202	Available	Answer





## IV. Evaluation Questionnaires

## Open Questionnaires



Your company must fill the questionnaires below to be evaluated by Petrobras.


How to proceed:

- 1- For each non answered criteria (  ), click on **Answer** button
- 2- After completing the questionnaire of one criterion, the status will change to Answered (  )
- 3- Finally, after answer to all criterions, click on **Send** button to submit your questionnaire to Petrobras evaluation

[Click here](#) to view the questionnaire answers for the current families's requirements.

[Click here](#) to view the questionnaire answers for the current and the historical families's requirements.



 Your company **does** not have open questionnaires.

# IV. Evaluation Questionnaires

After this step, the following page with the answered questionnaires will be displayed . Click on the “Display” button to view the last answers of the desired questionnaire.

View questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXXXXXX  
CNPJ: XXXXXXXXXXXXXXXXXXXXXXXX

Technical

Personnel

Company Personnel

Economic

Accounts Credibility

Credibility

Legal

Legal Capacity

Filiats

Declaration related to the last contractual/statutory update

Legal Fiscal Compliance

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

✓

Display

Display

Display

## IV. Evaluation Questionnaires

After clicking on “Display”, the last answers of the questionnaire will be displayed.

View questionnaire

Fornecedor: XXXXXXXXXXXXXXXXXXXX  
CNPJ: XXXXXXXXXXXXXXXXXXXX

- ☒ Technical
- ☒ Personnel
 

Company Personnel
- ☒ Economic
 

Accounts Credibility
- ☒ Legal
 

Legal Capacity   
Filials   
Declaration related to the last contractual/statutory update

### Credibility

Antes de iniciar o preenchimento da Tabela de Credibilidade, solicitamos observar as Instruções.

\* Mes do Exercício Contábil

\* Moeda   
Moeda:

	Balanço de : <input type="text" value="2013"/>	<input type="text" value="2014"/>	<input type="text" value="2015"/>
Ativo Circulante	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>
Realizável a Longo Prazo	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>
Ativo Permanente	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>
<b>ATIVO TOTAL</b>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>
Passivo Circulante	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>
Exigível a Longo Prazo	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>
<b>Resultado de Exercícios Futuros</b>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>	<input type="text" value="0,00"/>





WHEN WE CREATE A GOOD BRAND,  
**WE OPEN A PORTAL TO THE FUTURE.**

