**Basic Information**

To receive a non-binding offer, please complete and return this form to Bernhard Megert, Head of Sales & Account Management. E-mail: [bernhard.megert@alloga.ch](mailto:bernhard.megert@alloga.ch).

**Customer / Company information**

|  |  |
| --- | --- |
| Company |  |
| Street |  |
| Postcode/town |  |
| Contact person (name / position) |  |
| Tel. |  |
| Fax |  |
| E-mail |  |
| Annual sales (in CHF) |  |
| Requested start date |  |

**Customer base**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Number of customers** |  | **Percentage of sales** |  | **Percentage of Orders** |
| Wholesalers / physician suppliers |  |  |  |  |  |
| Hospitals |  |  |  |  |  |
| Pharmacies / drugstores |  |  |  |  |  |
| Physicians |  |  |  |  |  |
| Retail |  |  |  |  |  |
| Other |  |  |  |  |  |

**Basic logistics information**

|  |  |
| --- | --- |
| **Products:** | **Stock keeping units** |
| Pharmaceutical products, total SKU |  |
| of these: OTC products |  |
| of these: refrigerated products |  |
| of these: prescription drugs |  |
| of these: narcotics (separate storage) |  |
| of these: cytostatics |  |
| of these: hazardous materials |  |
| Non-pharmaceutical products, total SKU |  |
|  |  |

**Incoming goods**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Number of (per year)** | **Room temperature** |  | **Refrigerated products** |  | **Class A narcotics** |  | **Class B narcotics** |  | **Hazardous materials** |
| Incoming deliveries |  |  |  |  |  |  |  |  |  |
| Pallets |  |  |  |  |  |  |  |  |  |
| Mixed pallets (multiple batches) |  |  |  |  |  |  |  |  |  |
| Batches per incoming delivery |  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **Batch release Yes No** | | |
| Inspection sample required |  |  |
| if yes: Number of samples |  | |
| Return of samples to stock |  |  |
| Return shipments to supplier |  |  |
| Inspection sample storage |  |  |

**Storage**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Inventory** | **Room temperature** |  | **Refrigerated products** |  | **Class A narcotics** |  | **Class B narcotics** |  | **Hazardous materials** |
| Ø Number of pallet spaces |  |  |  |  |  |  |  |  |  |
| Minimum inventory |  |  |  |  |  |  |  |  |  |
| Maximum inventory |  |  |  |  |  |  |  |  |  |

**Pick & pack**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Number of (per year)** | **Roomtemperature** |  | **Refrigerated products** |  | **Class A narcotics** |  | **Class B narcotics** |  | **Hazardous materials** |
| Packing lists / delivery notes |  |  |  |  |  |  |  |  |  |
| Delivery items |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Palette shipments |  |  |  |  |  |  |  |  |  |
| Parcel shipments |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Stock count** | | |  |  | | |
|  | **Yes** | **No** |  |  |  |  |
| Standard stock count (picking places) |  |  |  |  |  |  |
| Full stock count (incl. reserves) |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Orders** | |
| Number of electronic orders |  |
| Number of manual orders (fax, e-mail) |  |
| Number of electronic order lines |  |
| Number of manual (fax, e-mail) order lines |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Returns** | |  | **CRM** | |
| Number of returns annually. |  |  | Number of complaints annually |  |
| Number of returned lines annually. |  |  | Number of customer inquiries annually |  |
| Drugs destroyed annually |  |  |  |  |
| Number of products to be destroyed annually |  |  |  |  |

**Additional services**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Credit control and collections** | **Yes** | **No** |  | **Packaging** | **Yes** | **No** | |
| Billing to customers |  |  |  | Labelling of primary packaging |  |  | |
| \_Number of invoices |  | |  | Repackaging of drugs and other goods |  | |  |
|  |  |  |  |  |  |  | |
|  |  |  |  | Filling and packaging of promotional materials and POS displays |  |  | |
|  |  |  |  |  |  |  | |
| **Clinical trials** | **Yes** | **No** |  | **Emergency shipments** | **Yes** | **No** | |
| Management of clinical trial samples |  |  |  | Emergency deliveries 24 hours a day, 365 days a year |  |  | |
| Distribution and management of accompanying documents |  |  |  | Number of life-saving drugs |  | | |
| Secure storage of products |  |  |  |
| Secure destruction of unused clinical trial samples |  |  |  |

**Additional services**

|  |  |  |
| --- | --- | --- |
|  | | |
| **Place / date:** |  | **Signature:** |