



## Information for Potential Suppliers

Intel works with suppliers that are committed to delivering high-quality products and services at competitive pricing and ethical and works to improve their communities. We also put a premium on creative thinking and the innovative use of technology in delivering solutions.

A steadfast commitment to our corporate values is the cornerstone of Intel's success. Should we fail to live up to the standards described in this guide, we encourage you to contact us directly for a confidential review of the circumstances.

### Procurement Organization

Intel's purchasing organization consists of various decentralized groups, which are linked to a centralized operation responsible for establishing strategic objectives and deploying resources. This "untraditional" and multifaceted structure allows Purchasing great flexibility in responding to the requirements of Intel's dynamic environment.

Suppliers will find that Purchasing presents many different faces at Intel. This depends on the type of materials and services, quantities, frequency of purchase, or user application. We deal with over 10,000 suppliers worldwide. With this large and varied supply base, we expect to use our standard Terms & Conditions in contracts. Ultimately, one point of view is constant - Purchasing is committed to procuring the highest quality materials/services, at the lowest total cost, with the best possible delivery, sustainability, responsiveness, and technology available.

### Commodity Management

Although each manufacturing site has its own purchasing departments which may buy many items needed for local requirements, the majority of purchasing decisions are handled on a corporate level. Commodity Management Teams focus on the strategic worldwide management of materials, equipment and services. A commodity team is led by a commodity specialist/manager and comprised of representative from Purchasing, Quality, Material Control, and Engineering. Other functions such as Safety, Production, Training, Legal, and Finance contribute their expertise as needed. The team is jointly responsible for negotiation planning, supplier selection, and supplier evaluation. This synergistic approach to managing Intel's sources of supply achieves:

- Consolidated purchases with a reduced supplier base
- National and worldwide contracts
- Standardized equipment and processes
- Competitive cost worldwide

Suppliers can expect to interact with one or several members of a commodity team. Examples of team managed commodities are office products, direct materials, capital equipment, and operating supplies. Additional corporate commodities are listed at the end of this guide.

### Objectives

Intel's purchasing organization is the focal point for all contacts with suppliers concerning the commitment of company funds for materials and services. It is instrumental in establishing and managing effective supplier relationships. It is Procurement's responsibility to locate and maintain the best source of supply. Our mutual success depends on every supplier supporting us in achieving the following strategic objectives:

### Total Quality

In order to achieve excellence and customer satisfaction worldwide, our focus must be on continuous improvement in the processes and services. Intel and its suppliers must strive to examine and improve all of the systems by which we get their suppliers an integral part of our overall quality process, we can build better products right from the start.

In order to improve product cost and performance, Intel and its suppliers must consider all factors, which

combined make up the true value of the materials, equipment, and services being purchased. Joint efforts to identify value and maximize results are the basis for intelligent buying decisions and will ensure higher quality at lower total cost.

### **Supplier Collaboration**

Intel's success in achieving Total Quality depends on viewing suppliers as a valuable extension of our own business. Our goal in purchasing is to build long-term business relationships with a select group of suppliers who share our total quality vision by consistently delivering the highest quality products and services. Ultimately, this focus means selecting fewer, higher quality suppliers.

### **Availability**

Suppliers must be responsive to the rapid changes in design and manufacturing strategies. Reducing the time it takes to deliver materials and services to our manufacturing facilities helps to bring Intel products to market sooner and to reduce inventory exposure for both Intel and our suppliers. The speed of technological changes drives our need for reduced cycle times, shorter lead-times, 100% defect-free materials, and on-time delivery.

Intel's rapid growth has come principally from the technical innovations that have opened new markets and from the efforts of our employees. Some of the philosophies that have driven Intel have evolved into distinct result-oriented culture guided by our Corporate Values.

## **Values**

### **Customer Orientation**

Collaborations with our customers and suppliers are essential to our mutual success. We strive to:

- Listen and respond to our customers, suppliers and stakeholders
- Clearly communicate mutual intentions and expectations
- Deliver innovative and competitive products and services
- Make it easy to work with us
- Be vendor of choice

### **Discipline**

The complexity of our work and our tough business environment demand a high degree of discipline and cooperation. We strive to:

- Conduct business with uncompromising integrity and professionalism.
- Ensure a safe, clean, and injury-free workplace
- Make and meet commitments
- Properly plan, fund and staff projects
- Pay attention to detail

### **Quality**

Our business requires continuous improvement of our performance to our Mission and Values. We strive to:

- Achieve the highest standards of excellence
- Do the right things right
- Continuously learn, develop and improve
- Take pride in our work

## **Risk Taking**

To maintain our innovative environment, we strive to:

- Foster innovation and creative thinking
- Embrace change and challenge the status quo
- Listen to all ideas and viewpoints
- Learn from our successes and mistakes
- Encourage and reward informed risk taking

## **Great Place To Work**

A productive and challenging work environment is key to our success. We strive to:

- Be open and direct
- Promote a challenging work environment that develops our diverse workforce
- Work as a team with respect and trust for each other
- Recognize and reward accomplishments
- Manage performance fairly and firmly
- Be an asset to our communities worldwide

## **Results Oriented**

We are results oriented. The values listed are deeply ingrained in Intel's operating methods, management structure and processes. We strive to :

- Set challenging and competitive goals
- Focus on output
- Assume responsibility
- Constructively confront and solve problems
- Execute flawlessly

## **Criteria for Evaluating Potential Suppliers**

Intel looks at the following characteristics and business principles in evaluating potential suppliers: quality of work, technology competencies, productivity, process control, worldwide cost competitiveness, innovation, financial stability, sustainability, reliable delivery, service, management philosophy, and employee training. Suppliers who have been successful at Intel can be assured that they have met some of the most stringent requirements in the industry.

Successful sourcing at Intel is not achieved solely on the basis of securing competitive bids. We are not looking for the lowest prices, but for the best value on a total cost basis. We strive to work with suppliers who are not only capable of, but also motivated to share Intel's standards for total quality and continuous improvement. Companies under consideration as potential suppliers are evaluated in a process using the following criteria:

- Quality
- Technology
- Productivity
- Process Control
- World-wide Cost Competitiveness
- Environmental Social Governance
- Innovation/New Ideas
- Financial Stability
- Delivery Predictability/Reliability
- Service
- Management Philosophy

- Training Programs

Intel expects to establish long-term relationships with capable suppliers and work closely with them over time to achieve high levels of quality and productivity. This process involves communicating intentions and expectations clearly, defining measures of success, obtaining regular feedback, and implementing corrective action plans to improve performance.

## Make Intel Aware of your Business

### Register your Business profile with Intel

After determining how your business can align with Intel's strategic objectives, we encourage you to create a detailed online profile of your business through our [Supplier Intake Tool](#). This application assists buyers with identifying potential suppliers.

\*Secondary contact can be made by emailing soft copy brochures, reports or product literatures which describe your company's products and services to the appropriate procurement division. Please submit your information to [supplierintake@intel.com](mailto:supplierintake@intel.com).

Support our commitment to reduce environmental waste by providing your information electronically. Your information will be directed to the specific buyer(s) responsible for purchasing the materials/services you are marketing. Do not submit a request for an appointment as no further action is required. Should there be interest by Intel, you will be contacted directly by an Intel buyer.

<b>Computing &amp; Networking</b> Computing Hardware, Network & Telecommunications, Software, Technical Consulting & Outsourcing	<b>Engineering Test Capital</b> Validation Test Equipment, Engineering Prototype Board & Materials, Fault Isolation, Material Yield Analysis, Prototype Systems Manufacturing & Design
<b>Facilities Materials &amp; Services</b> Café, Chemical Delivery Equipment, Construction Services, Control/Life Safety Systems, Electrical Equipment, Exhaust Systems, Furniture, Gas Delivery Equipment, Integrated Facilities Management, MRO Items & Services, Real Estate, Security, Utilities, UPW Equipment, Waste Treatment Equipment	<b>Factory Materials</b> Chemicals, Gas, Fabrications, Precious Metals, Quartz, Silicon
<b>HR&amp; Mobility</b> Office Products, Consulting, Training, Press Relations, Market Research, Internet Marketing, Call Centers, Events, Fulfillment, Brand Merchandise, Media, Print & Design, Lodging & Meals, Travel Agency & Meeting Services, Benefits, Relocation, Finance & Accounting, Employee transportation, Organizational Services, Temporary & Permanent Staffing	<b>Legal</b> Legal Services
<b>Logistics &amp; Transportation</b> Logistics Services, Transportation Materials, Transportation & Freight, 3PL	<b>Sales &amp; Marketing</b> Ads, Media, Internet Marketing, Events, Retail, Sponsorships