

# Vendor Scoring Matrix Template

A structured framework for evaluating automation vendors

Score each vendor **1–10** on every criterion below. Apply weights (e.g., 2x) to the criteria your lab has flagged as **must-haves**, then total the results for a transparent, defensible comparison, not a gut-feel shortlist.

| CRITERION                                | VENDOR A<br>(1–10) | VENDOR B<br>(1–10) | VENDOR C<br>(1–10) | MUST HAVE VS.<br>NICE TO HAVE |
|------------------------------------------|--------------------|--------------------|--------------------|-------------------------------|
| Maturity & Track Record                  |                    |                    |                    |                               |
| Documentation & Ecosystem Support        |                    |                    |                    |                               |
| Architecture & Extensibility             |                    |                    |                    |                               |
| Runtime Execution & Workflow Flexibility |                    |                    |                    |                               |
| Maintainability & Governance             |                    |                    |                    |                               |
| Vendor Engagement & Support Model        |                    |                    |                    |                               |
| Ease of Use & Developer Experience       |                    |                    |                    |                               |
| Error Handling & Robustness              |                    |                    |                    |                               |
| Integration & Interoperability           |                    |                    |                    |                               |
| Hardware Agnosticism                     |                    |                    |                    |                               |
| Total Cost of Ownership                  |                    |                    |                    |                               |
| Scalability                              |                    |                    |                    |                               |
| TOTAL                                    | ___ / 120          | ___ / 120          | ___ / 120          |                               |