

Technical Vendor Review Checklist

A technical review checklist for software, cloud, AI, and integration vendors.

Buyer problem

A vendor proposal is being considered without a clear view of architecture fit, data boundaries, implementation responsibilities, lock-in, operating cost, and exit conditions.

Fit and architecture

- Named business problem and system boundary
- Integration and data ownership model
- Identity, access, tenant, and environment boundaries
- Failure handling, observability, rollback, and support
- Model, platform, and third-party dependencies

Commercial and operational risk

- Implementation and client responsibilities
- Usage, cloud, model, and support cost drivers
- SLA and support commitments matched to actual capacity
- Data export, knowledge transfer, termination, and lock-in
- Background IP and client-specific work product

Evidence

- Reference architecture and data-flow diagram
- Security and privacy materials through approved channels
- Known limitations and roadmap dependencies
- Acceptance tests and proof of value
- Decision record and unresolved-risk owner

Related engagement

Service	Architecture & Reliability Office
Duration	3-6 month initial term
Starting investment	\$9,500-\$12,500 per month
Payment	Monthly in advance
Decision supported	Which risks, releases, vendors, and modernization priorities deserve attention each month and quarter.

Usage boundary: Does not replace legal, financial, security, privacy, or procurement review by qualified owners.

Last reviewed 2026-07-23 | HTML version: <https://longtermcapabilities.com/resources/technical-vendor-review-checklist/> | Contact: 1 (464) 274-1476 / consulting@longtermcapabilities.com