

Supplier Evaluation Report

Date: [Insert Date]

Supplier Information

Supplier Name: [Supplier Name]

Contact Person: [Contact Person]

Contact Information: [Phone, Email]

Evaluation Criteria

- Quality of Products
- Delivery Timeliness
- Pricing Competitiveness
- Customer Service
- Compliance with Specifications

Evaluation Results

Criteria	Rating (1-5)	Comments
Quality of Products	[Insert Rating]	[Insert Comments]
Delivery Timeliness	[Insert Rating]	[Insert Comments]
Pricing Competitiveness	[Insert Rating]	[Insert Comments]
Customer Service	[Insert Rating]	[Insert Comments]
Compliance with Specifications	[Insert Rating]	[Insert Comments]

Overall Evaluation

Overall Score: [Insert Overall Score]

Recommendation: [Recommended / Not Recommended]

Evaluator Information

Name: [Evaluator Name]

Position: [Evaluator Position]

Signature: _____