

Supplier Relationship Assessment

Date: [Insert Date]

To: [Supplier's Name]

From: [Your Company Name]

Dear [Supplier's Contact Name],

As part of our ongoing effort to evaluate and enhance our partnerships, we are conducting a Supplier Relationship Assessment. This assessment aims to gather feedback on our collaboration and identify areas for improvement.

Please take some time to complete the following sections:

1. Communication

How would you rate our communication effectiveness?

Comments: [Insert Comments]

2. Quality of Products/Services

How satisfied are you with the quality of products/services we provide?

Comments: [Insert Comments]

3. Delivery Performance

How would you evaluate our delivery performance and timeliness?

Comments: [Insert Comments]

4. Overall Satisfaction

How satisfied are you with our overall relationship?

Comments: [Insert Comments]

We value your feedback and suggestions as they are vital for improving our relationship. Please return this assessment by [Insert Deadline]. Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]