

Supplier Evaluation Feedback

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Dear [Supplier Contact Name],

We would like to take this opportunity to provide feedback on your performance as a supplier for our organization during the evaluation period of [Insert Period]. Your cooperation and commitment play a significant role in our success, and we appreciate your efforts.

Evaluation Criteria

- Quality of Products: [Insert Feedback]
- Timeliness of Deliveries: [Insert Feedback]
- Communication: [Insert Feedback]
- Pricing Competitiveness: [Insert Feedback]
- Responsiveness to Issues: [Insert Feedback]

Overall Assessment

Based on our evaluation, we believe that your services in the areas mentioned above have shown [insert overall assessment, e.g., satisfactory, needs improvement].

Recommendations

We recommend focusing on the following areas for improvement: [Insert Recommendations].

We appreciate your continued partnership and look forward to working together to enhance our collaboration.

Thank you for your attention to this feedback.

Best Regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]