

Subcontractor Assessment Report

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Subcontractor Assessment Report

Introduction

This report assesses the performance and qualifications of [Subcontractor Name] for the completed project titled "[Project Name]."

Assessment Criteria

- Quality of Work
- Compliance with Safety Standards
- Timeliness of Deliverables
- Communication and Responsiveness
- Cost Management

Summary of Findings

1. Quality of Work: [Assessment]
2. Compliance with Safety Standards: [Assessment]
3. Timeliness of Deliverables: [Assessment]
4. Communication and Responsiveness: [Assessment]
5. Cost Management: [Assessment]

Overall Assessment

Based on the above criteria, the overall assessment of [Subcontractor Name] is [Overall Assessment].

Recommendations

It is recommended that [Insert Recommendations].

Conclusion

We appreciate the efforts of [Subcontractor Name] in the [Project Name] and hope to continue our professional relationship in the future.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]