

Consultancy Effectiveness Assessment

Date: [Insert Date]

To: [Consultant's Name]

From: [Your Name]

Subject: Consultancy Effectiveness Assessment

Dear [Consultant's Name],

We hope this message finds you well. As part of our ongoing evaluation process, we would like to conduct an assessment of the effectiveness of the consultancy services you have provided. This assessment aims to gather insights into the impact and value of your contributions to our project.

Assessment Criteria

- Quality of Deliverables
- Communication and Responsiveness
- Expertise and Knowledge
- Achievement of Objectives
- Overall Satisfaction

Feedback Request

Please take a moment to provide your feedback on the aforementioned criteria by [Insert Deadline]. Your input is invaluable and will help us improve our future engagements.

Thank you for your cooperation.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]