

# Supplier Performance Feedback

Date: [Insert Date]

Supplier Name: [Insert Supplier Name]

Address: [Insert Supplier Address]

Dear [Supplier Contact Name],

We are writing to provide feedback on your performance as our supplier for the period of [Insert Review Period]. We appreciate your contributions to our supply chain and value our partnership.

## Performance Metrics

- Quality of Products: [Insert Feedback]
- Delivery Timeliness: [Insert Feedback]
- Communication: [Insert Feedback]
- Pricing Competitiveness: [Insert Feedback]

## Areas for Improvement

[Insert specific areas for improvement based on performance metrics]

## Conclusion

We look forward to seeing improvements in the areas mentioned above and continuing our successful partnership. Please feel free to reach out if you have any questions or require further clarification regarding this feedback.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]