

# Subcontractor Assessment Criteria

Date: [Insert Date]

To: [Subcontractor Name]

From: [Your Company Name]

Subject: Assessment Criteria for Subcontractor Evaluation

Dear [Subcontractor Name],

As part of our ongoing commitment to quality and performance excellence, we have established a set of assessment criteria to evaluate our subcontractors. Below are the key criteria that will be utilized in your assessment:

## 1. Financial Stability

Assessment of financial health, including credit rating, bond capacity, and financial statements.

## 2. Experience and Qualifications

Evaluation of relevant experience in the industry, including projects completed and qualifications of personnel.

## 3. Safety Performance

Review of safety records and policies, including incident rates and adherence to safety regulations.

## 4. Quality of Work

Analysis of work quality through previous project evaluations and client feedback.

## 5. Compliance with Regulations

Assessment of adherence to industry regulations, labor laws, and environmental guidelines.

## 6. Schedule Management

Evaluation of past performance in meeting project timelines and deadlines.

## **7. Communication and Responsiveness**

Review of subcontractor's ability to communicate effectively and respond to project needs.

Please ensure that all required documentation and evidence supporting your qualifications are submitted by [Insert Submission Deadline].

Thank you for your attention to this matter. We look forward to continuing our partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]