

Subcontractor Evaluation Summary

Date: [Insert Date]

To: [Insert Contractor's Name]

From: [Insert Evaluator's Name]

Subject: Subcontractor Evaluation Summary for [Project Name]

Introduction

This evaluation summarizes the performance of the subcontractor, [Subcontractor's Name], during the duration of the [Project Name] project.

Evaluation Criteria

- Quality of Work
- Adherence to Schedule
- Communication
- Safety Practices
- Cost Management

Performance Summary

Criteria	Rating (1-5)	Comments
Quality of Work	[Insert Rating]	[Insert Comments]
Adherence to Schedule	[Insert Rating]	[Insert Comments]
Communication	[Insert Rating]	[Insert Comments]
Safety Practices	[Insert Rating]	[Insert Comments]
Cost Management	[Insert Rating]	[Insert Comments]

Overall Evaluation

Overall, [Subcontractor's Name] demonstrated [insert overall performance summary].

Recommendations

Based on this evaluation, we recommend [insert recommendations or decisions].

Conclusion

We appreciate the efforts of [Subcontractor's Name] and look forward to future collaborations.

Sincerely,

[Evaluator's Name]

[Evaluator's Position]