

Vendor Performance Feedback Form

This **vendor performance feedback form** sample template streamlines the evaluation process by capturing essential insights on supplier reliability and service quality. Designed for clarity and ease of use, it helps businesses maintain strong vendor relationships through constructive feedback. Utilize this template to enhance procurement decisions and vendor accountability efficiently.

Vendor Information

Vendor Name

Contact Person

Review Period

e.g., Jan - Mar 2024

Performance Evaluation

Timeliness of Delivery

Communication & Responsiveness

Problem Resolution

Additional Feedback

Strengths

Areas for Improvement

Overall Rating

Reviewed By

Date

Submit Feedback