

Company:..... Bid No.:.....

Company’s Representative:..... Purchase Order No.:.....

Contract Title:.....

Scope of Work:

.....

Contract Value: Original - Final -

Completion Date: Scheduled - Actual -

RATINGS

Use the appropriate rating for each category:

VERY POOR - 1 POOR - 2 SATISFACTORY - 3 GOOD - 4 VERY GOOD - 5

~ If Category does not apply use N.A. ~

- 1 ON-TIME DELIVERY** **RATING (1 – 5)**

Adheres to delivery schedules set out in the Contract.

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- 2 TECHNICAL AND PROFESSIONAL KNOWLEDGE**

Demonstrates thorough knowledge of field/products, and is aware of current developments of the same.

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- 3 COMMUNICATIONS**

Transmits ideas clearly, keeps all appropriate people informed of any scheduling changes and product information changes etc.

Communicates in an effective and timely manner.

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- 4 COOPERATION**

Reacts favourably to needs and instructions of the TTC; strives to create a co-operative atmosphere in the performance of the Contract.

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SECTION 0072 00 – SCHEDULE GC27

5 QUALITY OF WORK SUPPLIED

Provides Work that meets Contract quality requirements. Supplied Work adheres to the Contract Specifications and no, or a minimal amount of Work is rejected/returned by TTC.

7 INVOICING

Invoices are submitted at the correct time and to the correct address. Invoices are correct and contain the required information as set out in the Contract.

8 PACKAGING & SHIPPING DOCUMENTATION

Work is delivered to the correct location and packaged in accordance with Contract requirements, appropriate shipping documentation is provided with the delivered Work.

9 SAFETY

Compliance with safe work practices; compliance with environmental requirements; compliance with safety documentation submissions; compliance with site cleanliness requirements; and timeliness to resolve non-conformances.

TOTAL RATING.....

Note: The percentage is calculated by: the sum of all the ratings for each category divided by the sum of the total number of potential points for all categories, multiplied by 100.

PERCENTAGE %

Would you recommend this Contractor for future work? YES NO
Explain reasons in General Comments below.

GENERAL COMMENTS:.....
.....
.....
.....

Assessed by **Title**

Reviewed by **Title**

Approved by **Date**

DEPARTMENT MANAGER