Supplier completed deliverables (scope of work) as stated in the contract for the period	Choose
	Choose
	Choose
	Choose
	Choose
	Rating
	Choose
	Choose
	Choose
	Choose
	Choose
	Rating
	N/A

Supplier complied with policies and procedures outlined in the contract	Choose	
Supplier successfully managed the use of any subcontractors	Choose	
Supplier was sufficiently staffed to meet the needs of the contract	Choose	
Supplier provided staff with all necessary equipment and products to meet their contractual obligation	Choose	
Quality Comments: Evaluator should complete this section with comments to support the scores provided above. Include examples of issues that were resolved, overall satisfaction with quality of materials provided by the Supplier, and the services/goods received on the contract.		
Other	Rating	Evaluator Comments
Invoice matched purchase order	Choose	
Weight received in compliance with invoice	Choose	
Correct quantity shipped and received	Choose	
Customer service	Choose	
Value	Rating	Evaluator Comments
Goods/Services appear to be priced for value	Choose	
Satisfaction with Warranty Services	Choose	
Satisfaction with Maintenance Services	Choose	

Considers the Supplier to be Responsive to Needs	

Overall Review Period Comments: Evaluator should complete this section with comments to support ratings provided above. Include examples of any issues that were resolved, overall satisfaction with the Supplier, and any other pertinent information related to the services/goods received, deliverables provided during this review period, and the ability of the Supplier to be considered for further work.

Request to Renew- Approval	
College/Dept. Head	
Procurement Office	