

Supplier Survey Template

All questions are optional. Select one answer for each choice question.

Write your answers to the open questions in the space provided.

Think about your direct experience with the named supplier during the review period.
Select 'Not enough experience to judge' when appropriate. Avoid names, confidential prices, and sensitive contract details.

1. How much direct experience did you have with this supplier during the review period?

- ☐ None
- ☐ One interaction or delivery
- ☐ Several interactions or deliveries
- ☐ Frequent ongoing work
- ☐ Not sure

2. How consistently did the supplied work or items meet agreed requirements?

- ☐ Never
- ☐ Rarely
- ☐ Sometimes
- ☐ Usually
- ☐ Always
- ☐ Not enough experience to judge

Supplier Survey Template

All questions are optional. Select one answer for each choice question.

Write your answers to the open questions in the space provided.

3. How consistently were agreed delivery dates met?

- ☐ Never
- ☐ Rarely
- ☐ Sometimes
- ☐ Usually
- ☐ Always
- ☐ No delivery dates applied
- ☐ Not enough experience to judge

4. How clear were updates about changes or delays?

- ☐ Very unclear
- ☐ Somewhat unclear
- ☐ Neither clear nor unclear
- ☐ Somewhat clear
- ☐ Very clear
- ☐ No changes or delays experienced
- ☐ Not enough experience to judge

5. How satisfied were you with the handling of issues you raised?

- ☐ Very dissatisfied
- ☐ Somewhat dissatisfied
- ☐ Neither satisfied nor dissatisfied
- ☐ Somewhat satisfied
- ☐ Very satisfied
- ☐ No issue raised
- ☐ Not enough experience to judge

Supplier Survey Template

All questions are optional. Select one answer for each choice question.

Write your answers to the open questions in the space provided.

6. What example best explains a strength or problem in this supplier's performance?

7. What one improvement should be discussed at the next supplier review?
