**HKEEA** 

## **Supplier / Contractor Performance Assessment Form**

Form Number : EF-EI02-03 Revision Number : 1 Date : 01-01-2006

Job No / Order No. : CA 4015 - 1

**Contract Period :** 05/1/2006 - 09/2/2006

Name of Supplier /

Contractor: Hannoi Suppliers Co. (HSC)

Contact Person: Mr. Hugo Ma

**Services / Products** 

**Description:** Electrical equipment, parts and machinery

Pe	rformance Area	Poor	Needs Improvement	Acceptable	Not Applicable	Remarks
1.	Services / goods delivery on time			<b>√</b>		
2.	Services / goods Quality			✓		
3.	Co-ordination with our staff			✓		
4.	Material usage and wastage (reuse, recycle materials, can take back packaging materials for reuse)			<b>√</b>		
5.	Proper waste handling and disposal				✓	
6.	Environmental Performance (product performance / on site work performance)				✓	
7.	Rectify problem effectiveness				✓	
8.	Overall Assessment			<b>~</b>		

Annie Tong	20/2/2006	
Reviewed by :	Date	
(F & A Dept Manager)		