

Socorro Independent School District Purchasing Department Vendor Performance Report

This form is to be used to document any information regarding a vendor , product or service that was received by a SISD campus or department. If the service or product you receive deserves comment, either positive or negative, your response is appreciated. This information will be used to correct an improve the service or products that are being received, recongize good services, and assist in vendor evaluations.

Campus / Department

Current Date

Name

Company

Company Representative

Bid/Item or other reference number:

Product

Item:

Brand

Comments:

Services

Type of Service

Comments:

Has this information bee reported to the Vendor?

Yes

No