**Attachment #4**

**Past Performance Survey**

OFFEROR INSTRUCTIONS: A separate survey must be completed for each reference. The completed surveys must be included with the quote.

EVALUATOR INSTRUCTIONS: The Department of Veterans Affairs is considering the company listed below for award of a VA contract. Your comments would be appreciated regarding this company’s past performance. The name of the individuals providing reference information is confidential and will not be released or made publicly available.

|  |
| --- |
| Name of Company being evaluated: |
| Evaluator’s Name: |
| Evaluator’s Company Name, Address and Phone number: |
| Indicate what contracts did this company provided for you? Provide the total contract amount, dates of performance, and contract number. |
| **Evaluation Questions** |
| Please rate the overall quality of work using a scale of (Excellent, Good, Fair, Marginal, Unacceptable). Comments in support of the rating are welcome. |
| Were there any performance issues/concerns? If so, how were they handled? |