



**PERFORMANCE EVALUATION  
TEMPLATE**

Unique Identifier	
Revision	
Authorisation Date	
Review Date	
Eskom Real Estate	

**DETAILS OF PREVIOUS SIMILAR WORK EXPERIENCE**

**TO BE COMPLETED BY REFEREE**

**Eskom will not consider an incomplete reference letter annexure; it must be completed by a contactable referee**

We are submitting a bid for the contract described below. We appreciate your assistance and effort in completing on your letterhead the reference as set out below on your experience with us

Referee Legal Name:	
Client/Referee Name:	
Contract Number or Purchase Number	
Start to End Date	

**Bid Description**

**Describe the service/work the above bidder provided to your organisation**

**Please score on the attributes / criteria listed below as follows:**

**1=Poor, 2 = Good, 3 = Best in class, N/A = Not applicable**

**Score**

Criteria	Score
Professionalism	
Turnaround times	
Completion times	
Satisfaction with bidder	
Satisfaction with quality of work / service	
Service Knowledge	
Project Planning and Management	
Overall Impression	
Completed by:	
Signature:	
Company Name:	
Contact Telephone Number:	
Date:	

ANY comments

Signature

Date