**SUBJECT: Notification of performance feedback results**

For the kind attention of [Supplier name]

With this notification we would like to communicate you the results of *performance feedback* recorded during the tender process n. [Tender process number], concerning [Tender subject].

Please note that, in accordance with the instructions provided on the e-procurement platform and in line with eni procedures, *feedback* collected on suppliers can be aggregated in order to define *performances* indexes used to activate improvement plans, take actions on suppliers’ qualification status and on contract strategy, where required by procedures and permitted by applicable law.

Kind regards.

* Information on supplier performance main results

|  |  |  |
| --- | --- | --- |
| ***Supplier*** | *[supplier name]* | *[SAP code]* |
| ***CC reference*** | *[CC]* |
| **Tender process:** | *[Tender process number]* |
| **Process subject:**  | *[Tender process subject]* |
| **Overall performance:** *[Sufficient/Non-sufficient, from tender officer evaluation]* |
| **Main criticalities detected:** *[Report the areas in which criticalities have been detected referring to questionnaire questions.* *For example:* *Critical issues have been identified related to:* * *The bidder is the only one who requested extensions to tender deadlines, for reasons other than changes to the RFQ, and these extensions were 30% higher than the time originally given to bidders;*
* *The bidder has not complied with the deadlines set by the RFQ]*
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