ANNEXURE VII
APPENDIX- 54
PERFORMANCE REPORT OF CONTRACTORS
(Refer Para 35.5)
Period of Report: 1st July, 20…….. To 30th June, 20…………

Part I

Contractor-

(a) Name
(b) Address
(c) Registered with (Department and Class and Reg. No.)

Work –

(a) Name
(b) Agreement amount
(c) Date of Start
(d) Date of Completion
(e) Progress till report (approximate percentage)

Part –II Executive Engineer’s Assessment

Quality of work
(Very Good, Good, Average, Poor, Very Poor)
(a) Materials used
(b) Structural work
(c) Finish
(d) Speed of Execution

Sub- standard/ defective work executed
(Yes/ No. If yes, approximate value below)
(a) Defective works rejected
(b) Sub- standard work accepted at reduced rates.

Was work delayed?
Is Contractor litigious. (Yes/ No)
Does he habitually prefer boosted up claims for arbitrations? (Yes/ No)
Overall performance of Contractor
(Very Good/ Good/ Average/ Poor/ Very Poor)

Signature and Date
(Name) Executive Engineer
…………………… Division

Part-III Superintending Engineer Remarks

Does SE agree with EE’s report and assessment? Yes………. No………………
SE’s overall assessment of Contractor
(Very Good/ Good/ Average/ Poor/ Very Poor)
Does SE recommended any disciplinary action against
the Contractor.
(Warning, demotion, suspension of business for
a specific period, removal from list)

Signature and Date
(Name) Superintending Engineer
…………………..Circle

Part – IV Chief Engineer’s Remark

Signature and Date
(Name)