

Reference Letter

PART A – To be completed by respondent for RFP submission

Company name of Respondent:		
Details of client for reference purposes:	Name:	
	Company name:	
	Contact details:	

PART B – To be completed by reference and returned to ELIDZ evaluation team

If the Service Provider has not done any of the tasks below for the Referee, please place Not Applicable (N/A). This Reference is required in relation to Real Estate Agents

Please indicate and rate whether the respondent has performed the attributes/tasks listed below.	Has the service been rendered (Yes / No)	Poor	Average	Good
		1	3	5
Did the service provider provide you any assistance regarding your accommodation needs?				
Was the solution delivered in the required time frame, and did it meet your expectations?				
Was the skill competency of the team relevant and adequate to deliver on the solution?				
Were you satisfied with the solution provided for you?				

*** The ELIDZ reserves the right to verify references”**

Referee name: _____ Referee signature: _____

Date: _____

Reference Letter

Company Stamp

