

# TMS Vendor Comparison Sheet Template

**Purpose:**

Use this sheet to compare up to 5 Talent Management System vendors side-by-side, making it easier to evaluate features, pricing, support, and overall fit for your organization.

## Vendor Snapshot

Vendor	Contact Info	Website
Vendor 1		
Vendor 2		
Vendor 3		
Vendor 4		
Vendor 5		

## Features & Modules

Feature / Module	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5
Performance Management	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
OKR Tracking	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
360 Feedback	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
Succession Planning	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
Learning & Development	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
Custom Integrations	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗

## Pricing Overview

Vendor	Setup Cost	Subscription (Annual/Monthly)	Customization Fees	Scalability Costs
Vendor 1				
Vendor 2				
Vendor 3				

## Support & Service

Vendor	24/7 Support	Dedicated Account Manager	Training Provided	Onboarding Timeline
Vendor 1	✓ / ✗	✓ / ✗	✓ / ✗	
Vendor 2	✓ / ✗	✓ / ✗	✓ / ✗	

## Ratings & Reviews

Add links or notes from platforms like G2, Capterra, or user interviews.

Vendor	G2 Rating	Capterra Rating	Internal Feedback Notes
Vendor 1			

## Demo Notes

Vendor	Key Highlights	Red Flags	Overall Impression
Vendor 1			

## Final Scoring

<b>Criteria</b>	<b>Weight</b>	<b>Vendor 1</b>	<b>Vendor 2</b>	<b>Vendor 3</b>
Features Fit	/10			
Price-Value Balance	/10			
Support & Service	/10			
Integration Capability	/10			
Total Score	/40			