

Vendor Prequalification Follow-Up

Dear [Vendor's Name],

Hope this message finds you well. I am writing to follow up on the vendor prequalification process that we initiated on [Date]. We appreciate your interest in partnering with us and would like to check on the status of your submission.

If you require any additional information or assistance, please do not hesitate to reach out. We value your partnership and look forward to potentially working together.

Thank you for your attention to this matter. We look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]