

Notice of Revised Deadline for Vendor Bids

Date: [Insert Date]

Dear [Vendor's Name],

We hope this message finds you well. We are writing to inform you of a revised deadline for the submission of bids for the [Project Name/Description].

The new deadline for submissions is now set for [New Deadline Date]. We appreciate your understanding and encourage you to take this additional time to prepare your proposal.

If you have any questions or require further clarification, please do not hesitate to contact us at [Contact Information].

Thank you for your continued interest in this opportunity.

Sincerely,
[Your Name]
[Your Position]
[Your Company]
[Contact Information]