

# Vendor Backup Supply Chain Resilience Framework

**Date:** [Insert Date]

**To:** [Vendor Name]

**Address:** [Vendor Address]

Dear [Vendor Contact Name],

We are writing to discuss our ongoing commitment to ensuring a resilient supply chain framework. As part of our strategy to mitigate risks associated with supply disruptions, we are implementing a Vendor Backup Supply Chain Resilience Framework.

The primary objective of this framework is to establish a comprehensive backup plan that enhances the reliability and flexibility of our supply chain. This includes assessing alternate suppliers and logistics partners, as well as developing contingency plans for various scenarios that may affect our ability to source materials.

To achieve this, we request your collaboration in the following areas:

- Identification of backup suppliers for critical components.
- Details of lead times and availability from alternative sources.
- Joint development of contingency strategies to address potential disruptions.

We believe that by working closely together, we can enhance our resilience and ensure that both our organizations can navigate challenges effectively. Please let us know your availability for a meeting to discuss this framework further.

Thank you for your continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]