

Bid Acceptance Confirmation

Recipient Name

Recipient Company

Address Line 1

Address Line 2

City, State, Zip Code

Date: [Insert Date]

Dear [Recipient Name],

We are pleased to inform you that your bid for the [Project Name/Description] has been accepted. We appreciate your detailed proposal and the effort you have put into it.

Details of the acceptance are as follows:

- **Project Name:** [Project Name]
- **Contract Amount:** [Contract Amount]
- **Start Date:** [Start Date]
- **Completion Date:** [Expected Completion Date]

Please confirm your acceptance of this contract by signing and returning a copy of this letter by [Response Date]. Should you have any questions, do not hesitate to reach out.

Thank you for your collaboration. We look forward to working with you on this project.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]