

Government Tender Submission Letter

Date: [Insert Date]

To: [Insert Recipient Name]
[Insert Recipient Title]
[Insert Agency/Department Name]
[Insert Address]
[Insert City, State, Zip Code]

Dear [Recipient Name],

Subject: Submission of Tender for Construction Project - [Project Name/Number]

We are pleased to submit our tender for the construction project titled "[Project Name]" as per the tender notice [Tender Number], dated [Tender Notice Date].

Our company, [Your Company Name], has extensive experience in the construction industry, specializing in [briefly describe your specialization or relevant experience]. We believe our expertise aligns perfectly with the requirements of this project.

Enclosed with this letter are the following documents:

- Completed Tender Form
- Company Profile
- Technical Proposal
- Financial Proposal
- Relevant Certifications
- References

We are committed to providing quality services and completing this project within the stipulated timeframe and budget. We look forward to the opportunity to contribute to this initiative and are excited about the possibility of collaborating with your esteemed agency.

Thank you for considering our submission. Should you require any further information, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Company Address]
[Your City, State, Zip Code]
[Your Phone Number]
[Your Email Address]