

# Tender Submission for Environmental Services

Date: [Insert Date]

[Your Name]  
[Your Position]  
[Your Company]  
[Your Company Address]  
[City, State, Zip]

[Recipient Name]  
[Recipient Position]  
[Recipient Department]  
[Recipient Agency]  
[Recipient Address]  
[City, State, Zip]

Dear [Recipient Name],

Subject: Submission of Tender for Environmental Services - [Tender Number]

We are pleased to submit our proposal for the provision of environmental services in response to your tender [Tender Number] dated [Tender Date]. Our company, [Your Company Name], is committed to delivering effective and sustainable solutions that meet the environmental needs outlined in the tender specifications.

Enclosed with this letter, you will find our detailed proposal, which includes:

- Company Profile
- Technical Proposal
- Financial Proposal
- References and Case Studies
- Compliance Certificates

We believe our expertise and experience in the field of environmental services uniquely position us to meet your requirements effectively. We are committed to providing high-quality service and are keen to collaborate with [Recipient Agency] on this important initiative.

We appreciate the opportunity to submit our proposal and look forward to the possibility of working together to achieve your environmental goals. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you need any further information or clarification.

Thank you for considering our submission.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position]

[Your Company]

[Your Phone Number]

[Your Email Address]