

# Subcontractor Selection Process

Date: [Insert Date]

To: [Subcontractor's Name]

[Subcontractor's Address]

Dear [Subcontractor's Name],

We are pleased to inform you that your company has been selected to participate in the subcontractor selection process for the [Project Name]. Your expertise in [specific area of work] and previous projects align well with our project requirements.

Please provide the following documents by [Insert Deadline]:

- Company Profile
- Relevant Project Experience
- Insurance Certificates
- References
- Proposed Pricing Structure

Following the review of the submitted documentation, we will schedule interviews with shortlisted candidates. The selection criteria will include qualifications, experience, pricing, and capacity to meet project deadlines.

Thank you for your interest in partnering with us on this project. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Contact Information]