

Letter of Tender Proposal Submission

Date: [Insert Date]

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

[Recipient Name]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Tender Proposal Submission for Supply of Materials

We are pleased to submit our tender proposal for the supply of materials as requested in your tender notice dated [Insert Date]. We believe that our company can meet your requirements and deliver high-quality materials on time.

Attached to this letter, please find the following documents:

- Completed Tender Form
- Company Profile
- List of Proposed Materials
- Price Quotation
- Delivery Timeline
- Terms and Conditions

We appreciate the opportunity to participate in this tender and look forward to your positive response. If you require any further information, please do not hesitate to contact us.

Thank you for considering our proposal.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]