

# Request for Proposal: Security Services

Date: [Insert Date]

To: [Security Company Name]

Address: [Security Company Address]

Dear [Recipient's Name],

We are writing to formally request a proposal for security services for [Your Company/Organization Name]. As our operations grow, ensuring the safety and security of our premises, employees, and assets has become increasingly important.

## Project Overview

We require security services that include, but are not limited to:

- On-site security personnel
- Surveillance and monitoring
- Access control systems
- Emergency response protocols

## Proposal Requirements

Please include the following information in your proposal:

- Company background and relevant experience
- Detailed description of services offered
- Pricing structure
- Client references

## Submission Deadline

We request that you submit your proposal by [Insert Deadline Date]. Proposals can be sent via email to [Your Email Address].

Thank you for your attention to this matter. We look forward to your prompt response and a potential partnership.

Sincerely,

[Your Name]  
[Your Position]

[Your Company/Organization Name]  
[Your Contact Information]