

# Request for Quote: Security Services

Date: [Insert Date]

To: [Service Provider Name]

Address: [Service Provider Address]

Dear [Service Provider Contact Name],

I hope this message finds you well. We are currently seeking to obtain a quote for security services for our premises located at [Insert Address].

We are interested in the following services:

- On-site security personnel
- 24/7 surveillance monitoring
- Mobile patrol services
- Incident response services

Please provide us with a detailed quote including pricing, terms of service, and any additional information relevant to your offerings. We are looking to make a decision by [Insert Decision Date], so your prompt attention to this request would be greatly appreciated.

Thank you for your assistance. We look forward to your reply.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]