

Vendor Evaluation Process Invitation

Dear [Vendor Name],

We are in the process of evaluating potential partners for our cybersecurity needs within the retail sector. Your company has come to our attention as a potential vendor, and we would like to invite you to participate in our evaluation process.

Evaluation Criteria

- Security Features
- Compliance Standards
- Cost Structure
- Support and Maintenance
- Client References

Submission Timeline

Please submit your proposal by [Submission Deadline]. The evaluation process will conclude on [Evaluation End Date], after which we will notify you of our decision.

Thank you for your interest in partnering with us. We look forward to your response.

Sincerely,
[Your Name]
[Your Job Title]
[Your Company Name]
[Your Contact Information]