

Contractor Bid Review

Date: [Insert Date]

To: [Contractor's Name]

From: [Your Name]

Subject: Bid Review - [Project Name]

Dear [Contractor's Name],

Thank you for submitting your bid for the [Project Name] project. We appreciate the time and effort you invested in preparing your proposal.

We have thoroughly reviewed your submission based on the following criteria:

- Cost Efficiency
- Project Timeline
- Experience and Qualifications
- Compliance with Specifications

After careful evaluation, we would like to discuss your bid further and address a few points for clarification:

1. [Point of clarification 1]
2. [Point of clarification 2]
3. [Point of clarification 3]

Please let us know your available times for a meeting to discuss this matter. We look forward to your prompt response.

Thank you again for your interest in this project.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]