

Supply Proposal Assessment

Date: [Insert Date]

To: [Supplier's Name]

[Supplier's Address]

[City, State, Zip Code]

Dear [Supplier's Name],

We have completed our assessment of your recent supply proposal submitted on [Insert Submission Date]. After a thorough review of the documentation and pricing, we would like to provide you with our feedback.

Assessment Summary

- **Quality of Goods:** [Insert Assessment]
- **Pricing Structure:** [Insert Assessment]
- **Delivery Schedule:** [Insert Assessment]
- **Compliance with Specifications:** [Insert Assessment]

Overall, your proposal demonstrates [Insert Overall Assessment, e.g., strong potential, competitive pricing, etc.].

We appreciate your effort in preparing this proposal. Should we move forward with your services, we will ensure to maintain an open line of communication for any potential adjustments or queries.

Thank you for your submission. We look forward to the possibility of collaborating with you.

Sincerely,

[Your Name]

[Your Position]

[Your Company's Name]

[Your Company's Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]