

Transportation Bid Evaluation

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Subject: Evaluation of Transportation Bid

Dear [Vendor Name],

We would like to express our appreciation for your participation in the bidding process for the transportation services contract for [Project Name]. After thorough review and consideration, we have evaluated your proposal based on the following criteria:

- Cost Efficiency
- Service Reliability
- Fleet Capability
- Safety Standards
- Experience and References

Your bid received a total score of [Insert Score]. While we appreciate the effort put into your submission, we regret to inform you that we have decided to proceed with another vendor whose proposal more closely aligns with our needs and expectations.

We encourage you to participate in future bidding opportunities and wish you the best in your ongoing business endeavors.

Thank you once again for your interest.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Contact Information]