

# Invitation to Submit Vendor Proposal

Dear [Vendor Name],

We are excited to announce that [Your Company Name] is seeking proposals from qualified vendors for [brief description of the project or service]. We believe your expertise and experience align well with our requirements.

We would like to invite you to participate in this proposal process. Please find the details below:

- **Project Title:** [Project Title]
- **Submission Deadline:** [Deadline Date]
- **RFP Document:** [Link or attachment to RFP document]
- **Contact Information:** [Your Name, Position, Email, Phone Number]

We look forward to your submission and hope to work together to achieve success in this project.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]