

Bid Confirmation Letter

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To:

[Recipient Name]

[Recipient Title]

[Government Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to confirm our bid for [Project Name or Project ID] as outlined in the Request for Proposal (RFP) [RFP Number]. Our proposal was submitted on [Submission Date], and we are eager to participate in this project.

We appreciate the opportunity to submit our proposal and are confident that our experience and skills align with the requirements of your project. We look forward to the possibility of working together to achieve the project goals.

Please do not hesitate to contact us if you require any further information or clarification regarding our bid.

Thank you for considering our proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]