

# Proposal Submission Letter

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Government Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to submit our proposal in response to the [Government Contract Name/Number] for [Project Description]. Our team at [Your Company] is committed to delivering high-quality services and solutions that meet your needs.

Enclosed you will find our detailed proposal which outlines our approach, qualifications, and pricing structure. We believe our experience with [relevant experience or projects] positions us as a strong candidate for this contract.

We are eager to discuss our proposal further and explore how we can contribute to the success of [Government Agency Name]. Please do not hesitate to reach out if you require any additional information.

Thank you for considering our proposal. We look forward to the opportunity to work with you.

Sincerely,

[Your Name]

[Your Title]

[Your Company]