

Letter of Acceptance for Construction Tender

From:

[Your Company Name]

[Your Company Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

To:

[Recipient Name]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

We are pleased to inform you that your tender submission for the [Project Name] has been accepted. After careful consideration and evaluation of the proposals submitted, we believe that your organization is best suited to meet the project requirements.

The details of the acceptance are as follows:

- **Project Name:** [Project Name]
- **Tender Amount:** [Tender Amount]
- **Timeline:** [Project Completion Timeline]
- **Payment Terms:** [Payment Terms]

Please sign and return the enclosed copy of this letter to confirm your acceptance of this project. We look forward to working together and anticipate a successful collaboration.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

Enclosure: Acceptance Letter Copy