

# Bid Or Tender Rejection Letter

Subject: Rejection of Bid/Tender

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inform you that after careful consideration and evaluation of all the received bids/tenders, we regret to inform you that your bid/tender, submitted on [date], for [project name or description], has not been selected for further consideration.

I want to express our gratitude for the effort and time you put into preparing and submitting your bid/tender. Your submission was comprehensive and showcased your expertise in the field.

However, after a thorough evaluation process, we have chosen another bid/tender that aligns more closely with our requirements, priorities, and project objectives.

Please understand that the decision-making process was based on various factors, including but not limited to pricing, technical capabilities, past performance, delivery timelines, and overall suitability for the project. While we recognize the strengths of your bid/tender, the selected bid/tender best fulfilled our specific needs and constraints.

We appreciate your interest in working with our organization and assure you that your bid/tender was given fair and careful consideration. We encourage you to participate in future bidding/tendering opportunities with us. Your expertise and capabilities are valuable, and there may be projects in the future where your proposal aligns more closely with our requirements.

Once again, thank you for your efforts and interest in our project. Should you have any questions or require feedback regarding your bid/tender, please feel free to contact us at [your contact information]. We would be happy to provide constructive feedback to help you enhance future submissions.

We wish you success in your future endeavors and hope to have the opportunity to collaborate on future projects.

Yours sincerely,

[Your Name]

[Your Title/Position]

[Your Organization]