

Professional Supplier Agreement Acceptance

Subject: Contract Acceptance - Supply Agreement Reference #[Number]

Dear [Vendor Name],

We are pleased to formally accept your proposal to serve as our primary supplier for [products/services]. Your competitive pricing, quality standards, and delivery commitments align excellently with our operational requirements.

The accepted terms include:

- Supply of [specific items] at the quoted prices
- Minimum order quantities as specified
- Delivery schedule: [timeframe]
- Payment terms: Net [number] days
- Contract duration: [period] with renewal options

Please proceed with finalizing the supply agreement and send the executed contract for our records.

We look forward to establishing a long-term, mutually beneficial relationship.

Our procurement team will contact you within 48 hours to coordinate the first order and establish delivery schedules.

Sincerely,

[Your Name]

[Title]

[Company Name]

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