

Introduction to Subcontractor or Supplier

Subject: Establishing Partnership - Construction Services

Hello [Recipient Name],

I'm reaching out from [Company Name] to introduce our construction firm and explore potential collaboration opportunities. We are a growing company specializing in [types of projects] throughout [region], and we're always seeking reliable subcontractors and suppliers to join our network.

We've heard excellent things about [their company] through [source/industry contacts], and your expertise in [their specialty] aligns perfectly with our project needs. We typically work on [number] projects annually, with values ranging from [amount] to [amount], and we're looking for partners who share our values of quality, reliability, and professionalism.

Our payment terms are [terms], and we pride ourselves on maintaining strong, long-term relationships with our trade partners. We believe in fair pricing, clear communication, and timely payments - because we know that successful projects depend on successful partnerships.

Would you be interested in scheduling a brief meeting to discuss how we might work together? I'd love to learn more about your capabilities, pricing structure, and availability for upcoming projects.

Looking forward to connecting,

[Your Name]

[Your Title]

[Company Name]

[Phone Number]

[Email Address]

Get more templates here:

<https://www.lettersandtemplates.com/letters/construction-company-introduction-letter>