

Accepting an Offer From a Contractor

Dear [Contracting Company Name],

With refernce to contracting quotation number [123456] pertaining to [Project Name], we are glad to inform you that your proposal was found to be the best of the bidding contractors, and [Company Name] has been selected for this project.

Congratulations!

We are excited to see what [Company Name] will deliver. We are very confident in their abilities and look forward to some amazing results.

Enclosed with this letter is a signed and stamped copy of the contract. The work becomes official upon signing and stamping at your end.

A technical meeting will be scheduled soon to discuss further details.

Looking forward to working with you.

Best Regards