

Preliminary Rejection Message

Subject: Preliminary Feedback on Quotation

Hello [Vendor Name],

Thank you for sending your quotation for [Service/Product]. At this stage, we are leaning towards another option. This is not a final decision, but we wanted to inform you of our current assessment. We will keep your details on file and may reach out if circumstances change.

Regards,

[Your Name]

[Company Name]

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