

Tender Cancellation Letter

Dear [Recipient's Name],

I regret to inform you that we are canceling the tender we have previously issued on [Date of Tender]. After thorough consideration and evaluation of the bids submitted, we have determined that none of the proposals meet our requirements and expectations.

We appreciate the effort and time you and your team have invested in preparing and submitting your bid. However, we believe that it is in the best interest of our organization to re-evaluate our needs and requirements before proceeding with a new tender.

We value your interest in doing business with us and hope that you will consider participating in any future tenders we may issue. We assure you that we will keep you informed about our future plans and opportunities.

Thank you for your understanding and cooperation in this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

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