Provisional vendor confirmation letter

Dear [Vendor Name],

We provisionally confirm our interest in procuring [Products/Services] from your company. This confirmation is subject to final review of contract terms and internal approvals.

Kindly acknowledge receipt and provide any necessary documentation to proceed.

Best regards,

[Sender Name]

[Title]

[Company Name]

Get more templates here: https://www.lettersandtemplates.com/letters/vendor-confirmation-letter