**To**

**[The Recipient Name]  
[Designation]  
[Company Name]**

**Subject: Tender participation for [X]**

Respected sir/madam,

Considering the advertisement regarding soliciting tender applications, I am writing this letter to show my interest in the project you are about to initiate. I would like to let you know that I have comprehensively reviewed the outline of the project that you mentioned in the tender notice (mention the unique tender number). After I have understood the project completely, I decided to participate in the tender. Furthermore, I am willing to show compliance with the terms and conditions of the project.

My construction company (mention the name of the company) is one of the leading names in the construction industry. It is debt-free and has been operating in the industry for more than 15 years after completing all legal procedures.

The enclosed document contains all the details about my company including its legal name, tax information, previous projects that have been completed successfully, and much more. Moreover, we are ready to provide more records on your special request.

If you have any questions regarding our participation in the tender, please contact us on our official contact numbers. We are ready to show all commitment to your company since this project has been long awaited by us. We hope to hear from you soon.

Yours sincerely,

[Your Name]  
[Designation]  
[Company Name]

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_