Date

Vendor’s Name

Address

City, State, Zip

Dear Contact Name:

Thank you for submitting quotes for services/products. After a thorough review of the specifications, it is the Mississippi Department of Education’s intent to award to another vendor, vendor name, upon approval by the State Board of Education (SBE) and/or the Public Procurement Review Board (PPRB), if required.

The MDE greatly appreciates your interest in working with the State of Mississippi. Please review the [MDE Request for Bids page](mailto:https://www.mdek12.org/PN/RFP) often to take advantage of other bid opportunities.

Sincerely,

Your Name and Title