

LETTER OF INTENT TO BID

Town Managers Office  
C/o Shaylia Marquis  
99 Lafayette Rd  
Seabrook, New Hampshire 03874  
(603) 474-5601  
[smarquis@seabrooknh.org](mailto:smarquis@seabrooknh.org)

Reference: **IFB/RFP #** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

This is to notify you that it is our present intent to **{submit /\* not submit}** information in response to the above referenced IFB/RFP. The individual to whom all information regarding this IFB/RFP should be transmitted is:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, & Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email address: \_\_\_\_\_

We are enclosing, as requested, the following completed documents:

- (A) Statement of Experience and Financial Condition (includes Financial Statements); and
- (B) Signed Confidentiality Statement

We concur with the proposed contract language as presented in the IFB/RFP.

**\*If declining to bid, please state reason(s) why:**

Sincerely,

\_\_\_\_\_  
Name (Signature)

\_\_\_\_\_  
Typed Name and Title

\_\_\_\_\_  
Company

(\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
Phone Fax

\_\_\_\_\_  
Email