

## ACKNOWLEDGEMENT OF LETTER OF ACCEPTANCE

Date:

Tender No.:

From: [Supplier]

To: [Purchaser]

We hereby acknowledge receipt of the Letter of Acceptance dated . . . . [insert date] . . . .  
for the supply of . . . . . [insert name of the contract and identification number] . . . . .

at a Total Contract price of . . . . . [insert amount(s) in figures and words and name of currency]

We confirm that the Letter of Acceptance shall constitute a binding contract between us, until a formal contract is prepared and executed.

We require payment to the following Bank account(s):

Bank Name:

Swift Code:

Account Number:

Account Name:

IBAN code:

FROM – SUPPLIER DETAILS

***Guidance:***

***This acknowledgement letter should be on the letterhead of the Supplier and should be signed by a person competent and having power of attorney to bind the Supplier.***