

[Bank Letterhead]

Date: [Insert Date]

Reference Number: [Insert Reference Number]

To: [Name of Tendering Authority/Client]

Address: [Insert Address]

Project Name: [Insert IT Infrastructure Project Name/Tender ID]

Subject: Bank Comfort Letter for [Name of Bidding Company]

Dear Sir/Madam,

We, [Full Name of Bank], duly organized and existing under the laws of [Country], with our registered office at [Bank Address], hereby confirm that [Name of Bidding Company] (the "Bidder") has been a valued client of our bank since [Year].

We are aware that the Bidder is submitting a proposal for the project: **[Insert Project Name]**, which involves the supply, installation, and maintenance of IT infrastructure. We wish to inform you that the Bidder maintains a satisfactory banking relationship with us.

Based on the Bidder's current financial standing and credit history with our institution, we confirm that they possess the financial capacity to undertake the aforementioned project. As of the date of this letter, the Bidder has an available credit facility and/or liquid funds in the amount of [Insert Amount in Figures and Words] specifically allocated or available for their operational requirements.

Should the Bidder be awarded the contract, we express our general willingness to consider providing the necessary financing, performance guarantees, or credit facilities required for the successful execution of the IT infrastructure works, subject to our internal credit approvals, standard due diligence, and execution of formal documentation.

This letter is issued at the request of our client for the sole purpose of bidding and does not constitute a final binding commitment of funds or a formal line of credit. This letter shall remain valid until [Insert Expiry Date].

Yours faithfully,

[Signature]

Name: [Name of Bank Officer]

Title: [Title/Position]

Department: [Department Name]

Contact Number: [Phone Number]

Official Bank Stamp/Seal