

Here's a sample covering letter:

[Your Company Logo]

[Your Company Name]

[Your Company Address]

[City, State, PIN]

[Email ID]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Designation]

[Recipient's Company/Organization]

[Recipient's Address]

[City, State, PIN]

Subject: Submission of Estimate for Building Construction

Dear [Recipient's Name],

We are pleased to submit our detailed estimate for the construction of [Building Name], as per your requirements. Our team has worked diligently to provide a comprehensive and accurate estimate, taking into account all aspects of the project.

The estimated cost for the building construction is ₹ [Amount], as detailed in the attached estimate document. This estimate includes all necessary components, such as materials, labour, and overheads.

We believe our estimate provides a thorough and transparent breakdown of the costs involved and demonstrates our commitment to delivering high-quality construction services.

Please find attached the following documents:

1. Detailed Estimate for Building Construction
2. Bill of Quantities
3. Specification of Materials

We would be delighted to discuss our estimate in further detail and answer any questions you may have. Please do not hesitate to contact us.

Thank you for considering our estimate. We look forward to the opportunity to work with you.

Sincerely,

[Your Name]

[Your Designation]

[Your Company Name]

[Contact Information]