

Step 6: Market Sounding

Tool 1: Market Sounding Event Invitation Template

This tool is for use in conjunction with Step 6 of the Commissioning Toolkit document

<Date>

Dear

UNIQUE HEALTHCARE OPPORTUNITY IN <County>

Further our press release of <date> (attached), I have pleasure in inviting you to a pre-Tender engagement event on **<date>, starting at <time>, at <Company name>, <address>**.

I have enclosed detailed information about the event and I would be grateful if you could indicate whether you wish to attend **by <date>**.

I hope you will join us to explore this ground-breaking opportunity and look forward to meeting you.

Yours Sincerely

<Name>

<Job title>