

Vertex Group		Address : jhguy,,Arunachal Pradesh,India	
To	CEAT Limited		
Phone	7654567890		
Subject	xyz		
Ref. No.	Eq0003 - 10/12/2014		Project/Department : Purchase
Rec. Date	14/12/2014	Due Date	19/12/2014
No. of Pages : 1			

PURCHASE ENQUIRY

Please quote for the following items at the earliest possible

SI No.	Item Description	Quantity
1	Motor; Spec.:Spec 1; Make:Make 1; PartNo : Part 1	10.00 Barrels
2	Item Normal; Spec.:Spec 2; Make:make 2; PartNo : Part 2	11.00 Bars
3	Item Dinesh1; Spec.:Spec 3; Make:Make 3; PartNo : Part 3	12.00 Box(es)
4	Item Final Test; Spec.:Spec 4; Make:Make 4; PartNo : Part 4	13.00 Bars
5	Television; Spec.:Spec 5; Make:Make 5; PartNo : Part 5	14.00 Box(es)

Important Instructions : ghkj

Best Regards,

For Vertex Group

igyhbj

Commercial Manager