

Sample Enquiry Letter
for Purchasing Laptops

Amresh Patnaik

Bhubaneswar

Mobile No: 9886711253

Date: 08-09-2021

To,

Wholesale Laptop Seller

Patia, Bhubaneswar

Subject: Enquiring about Laptops

Dear Sir,

I am Amresh Patnaik writing this letter to you to enquire about the Dell laptop. I am planning to purchase 2 Dell laptops for ~~at~~ online studies. ~~from~~ I required laptops with good graphic features, and ~~my~~ my budget for 2 laptops is 1.2 lakh. We would like to buy laptops which are lightweight, 8 GB Ram, and that suits our budget.

I would like to know the details of all the available with the above-mentioned features,

so, please explain ~~to~~ me more about the available laptops and its features.

Thanking You

Sincerely,
Anwar Polnaik