

Official Business Price Availability Email

Subject: Official Enquiry for Pricing and Stock Availability

Dear [Recipient Name],

On behalf of [Your Company], I am requesting information regarding the pricing and availability of [Product/Service]. Please provide:

- Current price rates
- Bulk order discounts
- Lead times for delivery
- Any applicable terms and conditions

Your timely response will assist us in making an informed purchasing decision.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

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