For the Supply of Micro Oven for Exam. Department (Moderation) at National University, Gazipur. The request for quotation (RFQ) is hereby issued.

To: The Chosen Vendors

Subject: Request for Quotation

The National University, Gazipur wishes to purchase micro ovens for its exam department. A request for quotation (RFQ) is hereby issued to interested vendors. The detailed specifications and requirements are as follows:

1. The micro oven must be of the highest quality and capable of withstanding daily use.
2. The oven must be energy-efficient and environmentally friendly.
3. The oven must be easy to use and maintain.
4. The oven must be designed to fit within the specified size constraints.

Please submit your quotations by the due date, which is 30 days from the date of this letter. All quotations must be submitted in triplicate, along with the required documents and certifications.

The National University reserves the right to accept or reject any quotation without giving any reason.

Signature

[Stamp]

Appendix:

1. Description of the micro oven
2. Specifications and requirements
3. Terms and conditions

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