

Employee Name - NARESH KANCHARI

Employee Contact - 7287878383

Company Name - NOVARTIS HEALTHCARE PVT LTD

Date - 21-Sep-2025

Dear NARESH KANCHARI,

With reference to your request number UID No 05092516467799. { 19-Sep-2025 }, we are pleased to provide a suitable quotation for your meeting request as per the elements detailed below:

DELIVERY DATE	19-Sep-2025	DELIVERY TIME	13:00:00
MEETING GUEST COUNT - VEG	0	MEETING GUEST COUNT - NON VEG	20
MEETING VENUE	OMEGA HOSPITAL	MEETING CITY	HYDERABAD
MEETING SUBJECT	novartis meeting	SEATING STYLE	CLUSTER

SAI SRI CATERING	GUEST COUNT / UNIT	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS LUNCH BOX - FOOD	20	1250.00	225.00	1475.00	29500.00
BANQUET		0	0	0	0
LAPTOP WITH MOUSE	1	3500.00	630	4130	4130.00
LCD MULTIMEDIA PROJECTOR	1	4000.00	720	4720	4720.00
PORTABLE SCREEN	1	500.00	90	590	590.00
NET TOTAL					38940.00
AGENCY MANAGEMENT CHARGES					3115.00
TOTAL BILLING					42055.00
GST(18%)					7570.00
TOTAL GROSS BILLING					49625.00

Kindly note that the quotation provided is for budgetary purposes only. The final invoice will be based on actual consumption and the confirmed guest count.

In the meantime, we request you to please do update the Shopping cart OR Purchase Order No on Hotel-Meeting Requisition Request.

Should you have any questions or need further clarification, please feel free to reach out **Mr Sanchit 9930902119 / Ms Priyanka 9096860622** , will be happy to assist for any further queries.

Thank you for your continuous support and cooperation