

Employee Name - MOHAMMED FAZIL T

Employee Contact - 7358337405

Company Name - NOVARTIS HEALTHCARE PVT LTD

Date - 21-Sep-2025

Dear MOHAMMED FAZIL T,

With reference to your request number UID No 10092518244816. { 18-Sep-2025 }, we are pleased to provide a suitable quotation for your meeting request as per the elements detailed below:

DELIVERY DATE	18-Sep-2025	DELIVERY TIME	13:00:00
MEETING GUEST COUNT - VEG	0	MEETING GUEST COUNT - NON VEG	27
MEETING VENUE	DR.KAMAKSHI MEMORIAL HOSPITALS	MEETING CITY	CHENNAI
MEETING SUBJECT	novartis meeting	SEATING STYLE	CLUSTER

SRI KARPAGA VINAYAGAR CATERERS	GUEST COUNT / UNIT	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS LUNCH BOX - FOOD	27	950.00	171.00	1121.00	30267.00
BANQUET		0	0	0	0
COLLAR MIKE	1	1000.00	180	1180	1180.00
CORDLESS HAND MIKE	1	1000.00	180	1180	1180.00
LAPTOP WITH MOUSE	1	3500.00	630	4130	4130.00
LCD MULTIMEDIA PROJECTOR	1	3500.00	630	4130	4130.00
PORTABLE SCREEN	1	1000.00	180	1180	1180.00
SMALL PA SYSTEM	1	3500.00	630	4130	4130.00
NET TOTAL					46197.00
AGENCY MANAGEMENT CHARGES					3696.00
TOTAL BILLING					49893.00
GST(18%)					8981.00
TOTAL GROSS BILLING					58874.00

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