

**Employee Name - VENKATESAN LAKSHMANAN**

**Employee Contact - 9513072188**

**Company Name - NOVARTIS HEALTHCARE PVT LTD**

**Date - 12-Jan-2026**

Dear VENKATESAN LAKSHMANAN,

With reference to your request number UID No 23122516065591. { 13-Jan-2026 }, we are pleased to provide a suitable quotation for your meeting request as per the elements detailed below:

DELIVERY DATE	13-Jan-2026	DELIVERY TIME	13:00:00
MEETING GUEST COUNT - VEG	10	MEETING GUEST COUNT - NON VEG	20
MEETING VENUE	NARAYANA HEALTH CITY	MEETING CITY	BENGALURU
MEETING SUBJECT	7th January 2026_Dr Sudhakar P_NH health city_Bommasandra	SEATING STYLE	CLUSTER

SHETTY LUNCH HOME	GUEST COUNT / UNIT	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS LUNCH BOX - FOOD	30	1800.00	90.00	1890.00	56700.00
BANQUET		0	0	0	0
NET TOTAL					56700.00
AGENCY MANAGEMENT CHARGES					4536.00
TOTAL BILLING					61236.00
GST(18%)					11022.00
TOTAL GROSS BILLING					72258.00

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