

**Employee Name** - ANURAG SHARMA  
**Employee Contact** - 9993027777  
**Company Name** - NOVARTIS HEALTHCARE PVT LTD  
**Date** - 21-Sep-2025

Dear ANURAG SHARMA,

With reference to your request number UID No 02092516349269. { 17-Sep-2025 }, we are pleased to provide a suitable quotation for your meeting request as per the elements detailed below:

Meeting Category	HOTEL MEETING	Meeting City	JABALPUR
Meeting Guest Count	40	Cvent No	PRNNMXR85Z2
Meeting Type	Business Dinner	Meeting Subject	f2f meeting
Meeting Seating Style	CLUSTER	Meeting Final Tax Invoice	Bill Value

WelcomHotel by ITC Hotels, Jabalpur	142860
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HOTEL MEETING (MIN 0 pax guarantee)		WelcomHotel by ITC Hotels, Jabalpur			
ELEMENTS	QUANTITY	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS DINNER	40.00	2000.00	360.00	2360.00	94400.00
BANQUET		0.00	0.00	0.00	0.00
COLLAR MIKE	1.00	1000.00	180.00	1180.00	1180.00
CORDLESS HAND MIKE	1.00	1000.00	180.00	1180.00	1180.00
LAPTOP WITH MOUSE	1.00	3500.00	630.00	4130.00	4130.00
LCD MULTIMEDIA PROJECTOR	1.00	3500.00	630.00	4130.00	4130.00
PORTABLE SCREEN	1.00	2000.00	360.00	2360.00	2360.00
SMALL PA SYSTEM	1.00	4000.00	720.00	4720.00	4720.00
NET TOTAL		112100.00			
AGENCY MANAGEMENT CHARGES		8968.00			
TOTAL BILLING		121068.00			
GST(18%)		21792.00			

TOTAL GROSS BILLING	142860.00
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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