

**Employee Name** - VISHNU KAHNDELWAL  
**Employee Contact** - 9549147766  
**Company Name** - NOVARTIS HEALTHCARE PVT LTD  
**Date** - 21-Sep-2025

Dear VISHNU KAHNDELWAL,

With reference to your request number UID No 08092514092235. { 19-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	JAIPUR
Meeting Guest Count	25	Cvent No	JNNJFF8GQ8Z
Meeting Type	Business Dinner	Meeting Subject	SYBRAVA_WEST_19092025
Meeting Seating Style	CLUSTER	Meeting Final Tax Invoice	Bill Value

HOTEL ROYAL ORCHID, JAIPUR	77446	RADISSON BLU JAIPUR	128875
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HOTEL MEETING (MIN 20 pax guarantee)		HOTEL ROYAL ORCHID, JAIPUR				RADISSON BLU JAIPUR			
ELEMENTS	QUANTITY	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS DINNER	25.00	1500.00	270.00	1770.00	44250.00	2700.00	486.00	3186.00	79650.00
BANQUET		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COLLAR MIKE	1.00	1000.00	180.00	1180.00	1180.00	850.00	153.00	1003.00	1003.00
CORDLESS HAND MIKE	1.00	1000.00	180.00	1180.00	1180.00	850.00	153.00	1003.00	1003.00
LAPTOP WITH MOUSE	1.00	2500.00	450.00	2950.00	2950.00	3000.00	540.00	3540.00	3540.00
LCD MULTIMEDIA PROJECTOR	1.00	6000.00	1080.00	7080.00	7080.00	6800.00	1224.00	8024.00	8024.00
PORTABLE SCREEN	1.00	500.00	90.00	590.00	590.00	1200.00	216.00	1416.00	1416.00
SMALL PA SYSTEM	1.00	3000.00	540.00	3540.00	3540.00	5500.00	990.00	6490.00	6490.00

NET TOTAL	60770.00	101126.00
AGENCY MANAGEMENT CHARGES	4862.00	8090.00
TOTAL BILLING	65632.00	109216.00
GST(18%)	11814.00	19659.00
TOTAL GROSS BILLING	77446.00	128875.00

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