

**Employee Name - ANKIT KUMAR**

**Employee Contact - 8171707327**

**Company Name - NOVARTIS HEALTHCARE PVT LTD**

**Date - 21-Sep-2025**

Dear ANKIT KUMAR,

With reference to your request number UID No 11092516265258. { 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	DELHI
Meeting Guest Count	30	Cvent No	NZNMJSY9TMX
Meeting Type	Business Dinner	Meeting Subject	promo meeting
Meeting Seating Style	CLUSTER	Meeting Final Tax Invoice	Bill Value

RADISSON BLU HOTEL NEW DELHI PASCHIM VIHAR	165417
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HOTEL MEETING (MIN 20 pax guarantee)		RADISSON BLU HOTEL NEW DELHI PASCHIM VIHAR			
ELEMENTS	QUANTITY	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS DINNER	30.00	2000.00	360.00	2360.00	70800.00
BANQUET		30000.00	5400.00	35400.00	35400.00
LEASE LINE INTERNET	1.00	20000.00	3600.00	23600.00	23600.00
NET TOTAL		129800.00			
AGENCY MANAGEMENT CHARGES		10384.00			
TOTAL BILLING		140184.00			
GST(18%)		25233.00			
TOTAL GROSS BILLING		165417.00			

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

