

**Employee Name - SANYOGEETA DUBEY**

**Employee Contact - 9838939337**

**Company Name - NOVARTIS HEALTHCARE PVT LTD**

**Date - 21-Sep-2025**

Dear SANYOGEETA DUBEY,

With reference to your request number UID No 16092514358451. { 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	LUCKNOW
Meeting Guest Count	20	Cvent No	K6NKG4FNHDC
Meeting Type	Business Dinner	Meeting Subject	f 2 f meeting
Meeting Seating Style	CLUSTER	Meeting Final Tax Invoice	Bill Value

HILTON GARDEN INN LUCKNOW	54136
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HOTEL MEETING (MIN 14 pax guarantee)		HILTON GARDEN INN LUCKNOW			
ELEMENTS	QUANTITY	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS DINNER	20.00	1800.00	324.00	2124.00	42480.00
BANQUET		0.00	0.00	0.00	0.00
NET TOTAL		42480.00			
AGENCY MANAGEMENT CHARGES		3398.00			
TOTAL BILLING		45878.00			
GST(18%)		8258.00			
TOTAL GROSS BILLING		54136.00			

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