

Employee Name - ILLAVARASAN
Employee Contact - 9025778045
Company Name - NOVARTIS HEALTHCARE PVT LTD
Date - 21-Sep-2025

Dear ILLAVARASAN,

With reference to your request number UID No 16092516594120. { 25-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	MADURAI
Meeting Guest Count	55	Cvent No	MSNK5R32WCG
Meeting Type	Business Lunch	Meeting Subject	NOVARTIS MEETING
Meeting Seating Style	CLUSTER	Meeting Final Tax Invoice	Bill Value

COURTYARD BY MARRIOTT MADURAI	166920
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HOTEL MEETING (MIN 55 pax guarantee)		COURTYARD BY MARRIOTT MADURAI			
ELEMENTS	QUANTITY	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS LUNCH	55.00	1700.00	306.00	2006.00	110330.00
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	5000.00	900.00	5900.00	5900.00
PORTABLE SCREEN	1.00	1000.00	180.00	1180.00	1180.00
SMALL PA SYSTEM	1.00	6000.00	1080.00	7080.00	7080.00
NET TOTAL		130980.00			
AGENCY MANAGEMENT CHARGES		10478.00			
TOTAL BILLING		141458.00			
GST(18%)		25462.00			

TOTAL GROSS BILLING	166920.00
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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