

**Employee Name - SATHISH KUMAR SRINIVASAN**

**Employee Contact - 9840411013**

**Company Name - NOVARTIS HEALTHCARE PVT LTD**

**Date - 12-Jan-2026**

Dear SATHISH KUMAR SRINIVASAN,

With reference to your request number UID No 30122514479015. { 07-Jan-2026 }, we are pleased to provide a suitable quotation for your meeting request as per the elements detailed below:

Meeting Category	HOTEL MEETING	Meeting City	CHENNAI
Meeting Guest Count	35	Cvent No	K6NVSPMPXJW
Meeting Type	Business Dinner	Meeting Subject	Dr. D. Prabhakar _SYBRAVA
Meeting Seating Style	CLUSTER	Meeting Final Tax Invoice	Bill Value

HYATT REGENCY CHENNAI	222561
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HOTEL MEETING (MIN 0 pax guarantee)		HYATT REGENCY CHENNAI			
ELEMENTS	QUANTITY	PER PERSON UNIT COST	GST	TOTAL PER PERSON UNIT COST	TOTAL COST INCLUDING GST
BUSINESS DINNER	35.00	2600.00	468.00	3068.00	107380.00
BANQUET		7000.00	1260.00	8260.00	8260.00
LEASE LINE INTERNET	1.00	50000.00	9000.00	59000.00	59000.00
NET TOTAL					<b>174640.00</b>
AGENCY MANAGEMENT CHARGES					13971.00
TOTAL BILLING					<b>188611.00</b>
GST(18%)					33950.00
TOTAL GROSS BILLING					<b>222561.00</b>

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

