**Scope of Services**

To provide accommodation and venue arrangement for the event National Consultation: Health Secretaries and Former Health Secretaries which will held on November 9 & 10, 2022.

**ROOMS BREAKUP: -**

|  |  |  |  |
| --- | --- | --- | --- |
| **Room Category** | **09th November 2022** | **10th November 2022** | **11th November 2022** |
| **Superior Room** | **20 Rooms** | **20 Rooms** | **05 Rooms** |

**ROOM RATES PER NIGHT: -**

|  |  |
| --- | --- |
| **Room Category** | **Special Tariff**  **Single Occupancy** |
| **Superior Room** | **INR 7,250 Plus Taxes** |

**ROOM INCLUSION: -**

* Accommodation in a well-appointed room
* Breakfast at the Designated Area.
* Tea/coffee maker in the room with daily replenishment
* 24 hrs Complimentary Wi-Fi usage on the basic surfing plan.

**BANQUETING FACILITY –**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DATE** | **VENUE** | **TYPE OF FUNCTION** | **PAX** | **TIME** | **Room Rates** |
| 10th November 2022 | Dome Hall | Conference Lunch | 50 Pax | 0900-1800 pax | INR 2200 Plus Taxes |
| 10th November 2022 | Dome Hall | Conference Dinner | 80 Pax | 0900-1800 pax | INR 2600 Plus Taxes |
| 11th November 2022 | Dome Hall | Conference Lunch | 50 Pax | 0900-1800 pax | INR 2200 Plus Taxes |

**INCLUSIONS-**

* Usage of the Venue for Full day.
* Basic conference stationeries on all the tables.
* Usage of the Venue for Full day.
* Basic conference stationeries on all the tables.
* AMT & PMT with Tea, coffee and cookies and one sweet and one salty snack.

**Compensation**

A total fee of INR 1,200,000 exclusive of taxes will be paid to the service provider. The payment will be released only on the completion of deliverable and invoicing by the service provider.

**Term**

This engagement shall commence upon execution of this Agreement. The Agreement shall continue in full force and is effect from **November 9, 2022** to **November 11, 2022**.