

Logistics for Workshops/Meetings : Hall, Rooms & Food

Location of Hotel/Resort :

Hotel/Resort Star Rating :

Sl. No.	Particulars	Unit	Rate in Nu.
1	Meeting Hall/Conference Hall – 1. Few white boards with marker pens; 2. Good uninterrupted high speed wifi internet connection; 3. Projector and white screens; 4. Microphone and proper sound system, 5. proper room heating/cooling mechanism. <i>(if any of the above facilities are unavailable, please mention in your bid)</i>	Per day	
	Room – Double Occupancy	Per night	
3	Room – Single Occupancy	Per night	
4	Break Fast	Per head	
5	Lunch	Per head	
6	Dinner	Per head	
7	Minimal Tea & Snacks (Morning)	Per head	
8	Minimal Tea & Snacks (Evening)	Per head	

9	Mineral water (1 ltrs)	Per bottle	
10	Mineral water (500 ml)	Per bottle	