

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR**  
**Department of Chemistry**

No. SV/CHM/2014/  
Dt. 10<sup>th</sup> November, 2014

Quotations are invited from event management companies having experience in organizing academic/scientific conference event(s). Event is to be organized in Agra during February 19-22, 2015. The organization will include:

1. Accomodation and all meals in a good hotel, with excellent conference facilities, for about 75 high profile academic delegates for the above-mentioned dates (plus an extra night for delegates with travel date issues)
2. Bids should include pickup and drop of delegates from Delhi to Agra and back, and local transport within Agra city, including sightseeing trip(s).
3. All food, tea and coffee, session refreshments, evening dinners.
4. Workshop material like stationery, hardcopies of publication material, etc.
5. Conference hall for 75 people seated in a classroom style, A/V facility, screens, etc; and poster sessions.

Quotation should be supplied in a sealed cover by **20-11-2014 (by 5.30 pm)** to the undersigned. Bids will be opened on **20-11-2014 at 6.00 pm**. The undersigned may be contacted for further queries.

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