

**Dilip Barman**

Senior Manager

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Ref. No.: EI-D/Tech/11-13/2016

Dated: March 3, 2016

To,

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Dear Sir/Madam,

Asia Pacific Advanced Network (APAN) represents consortium of education research networks (ASIA and OCEANIA region). APAN members are the entities representing research and education network interests in the countries of Asia and Oceania. ERNET India is primary member of APAN.

APAN organizes two meetings each year where researchers and scientists from Asia Pacific region participates. ERNET India intends to host 43rd APAN meeting in Delhi, India in January-February, 2017. The event would be a 6 day event .The expected Number of Participants in APAN 43 would be 400 (40% International & 60% Indian). The source of revenue for the event would be industry sponsorship and the registration fee.

As your organization is playing a proactive role in India's development process, ERNET India would like your organization to organize the APAN43 event on behalf of ERNET India. You are requested to send a detailed proposal for hosting the event indicating the proposed roles and responsibilities of your organization and ERNET India. The proposal should also include the estimated expenditure involved in hosting the event. The estimated expenditure may include various heads like Venue and Lunch Cost, agency hiring charges for cultural evening, dinner for social events, Backdrop & Signages, Printing and Designing of Brochures, E-mailer & Invitation cards, or any other charges which are required for hosting the APAN43 Meeting.

ERNET India intends to only provide the authorization and would like to facilitate the organizing of the entire event by your organization itself without incurring any cost in this regard. Compliance with all the applicable laws/rules/regulations including taxation needs to be taken care by your organization itself. If there is any specific expectation from ERNET India, then it may be specified in the proposal. It is to be borne in mind that the event is intended to show case India on global platform and not to be used to earn income

out of it. The expenses for the event are to be met through industry sponsorship and the registration fee. The registration fee specified for the event should also be reasonable.

You are requested to send the complete proposal latest by 3:00 P.M. on 24.03.2016 to the undersigned at the address indicated below.

With regards,

Yours sincerely

**(Dilip Barman)**  
**Senior Manager**  
**ERNET India**  
**10<sup>th</sup> Floor, Jeevan Prakash Building**  
**25, K.G.Marg, New Delhi-110001**