

BIDS FOR NEOCON 20-20

Bids are hereby invited for the "NEOCON 2020" which will be the 40th National Conference of National Neonatology Forum of India. State NNF branches that wish to bid for NEOCON 2020 which may kindly note the following guidelines

It had been resolved in the Executive Board Meeting that only those applications which are filled completely according to the prescribed format and received by the Central NNF Office latest by 15th November 2018 by email or by post will be considered for the bid.

- Decision will be taken in the Governing Body. The bidding branches thus short-listed will be informed of their selection in General Body Meeting on 15th December 2018
- Each bidding branch has to send a DD of Rs 2.50,000/- with the bid. The hosting branch's bidding amount of Rs. 2.5 Lacs will be accepted by Central NNF office and this payment should be made in the name of "National Neonatology Forum" payable at Delhi or through NEFT/RTGS as per bank detail given below:-

Account No. : 91191010001308, Bank Name : Syndicate Bank, Branch : DTC Wazirpur, New Delhi-110035, IFSC Code: SYNB0009119, Account Name- National Neonatology Forum, Type of account - Current

- The format for submission of the bid is appended with this notice.
- The hosting branch should be registered with the Registrar of Societies, should have its own PAN and should be filing its own Income Tax Returns. Central NNF, PAN cannot be used for NEOCON financial transactions. Please submit along with the bid,
 - Resolution passed by the branch,
 - DD of Rs 2.5 Lacs
 - Copy of constitution,
 - Copy of Registration certificate,
 - Copy of the pan card,
 - Members list and
 - IT returns if any.
 - Adherences to these guidelines are mandatory prior to bidding of Neocon.
- The venue of the conference should be able to accommodate at least 1000 delegates in the main conference hall during plenary sessions and should be able to provide halls for at least 4 concurrent sessions of 250-350 person capacity each.
- The venue should be located within 1-5 kilometers of hotels that can accommodate at least 1000 delegates.
- The venue should also have appropriate areas designated for scientific exhibition, inauguration function, banquet(s), cultural event(s) and should have ample parking space.
- Rs 1000/- for every registration has to be submitted Quarterly to the Central NNF and 30% of the profit or Rs 1000/- per registration (whichever is more) has to be submitted by one year of completion of the NEOCON.

FORMAT TO BE FILLED IN WHILE INVITING NNF NATIONAL CONFERENCE

a) NNF City Branch / NNF District Branch inviting conference:

b) Does the hosting city have Medical College? YES / NO
 If yes, is it Govt. Medical College / Private Medical College

c) Details of possible venue
 Venue:
 Distance from Railway Station:
 Distance from Airport:
 Main Hall sitting capacity:

Subsidiary Hall sitting capacity
 Hall 1 Hall 2
 Hall 3 Hall 4
 Hall 5 Hall 6

d) Inauguration ceremony site & Sitting Capacity:
 Distance from conference venue:

e) Accommodation capacity in the host city (no. of beds available): Hotel:
 Star Non-star
 Hostel Guest House

f) Transport connections to other parts of country:
 No. of trains / day :
 No. of flights / day :

g) Last National Conference held by host city (year):
 Report submitted : Yes / No

h) Details of last Zonal / State / District / City Conferences held by host city:

Conference	Year	No. of delegates
1.
2.
3.
4.

i) We have read the guidelines and will abide by all the rules and regulations.

Signature
 President
 Name & Address

Signature
 Secretary
 Name & Address

Signature
 Treasurer
 Name & Address

