



## **Bids For NEOCON-2023**

Bids are hereby invited for the “**NEOCON-2023**” which will be the 42<sup>nd</sup> National Conference of National Neonatology Forum of India. NNF branches who wish to bid for “**NEOCON-2023**” may kindly note the following guidelines:

It has 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 Secretariat latest by **Date 15<sup>th</sup> November’ 2021** by email **[secnnf@nnfi.org](mailto:secnnf@nnfi.org)**/**[info@nnfi.org](mailto:info@nnfi.org)** or by post will be considered for the bid.

- Decision will be taken in the Executive Body.
- Each bidding branch has to send a DD/Cheque of **Rs. 2,50,000/- (Two Lac fifty thousand only)** with the bid. The hosting branch's bidding amount of Rs. 2,50,000/- will be accepted by Central NNF Secretariat 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:

- **Bank Name: Canara Bank**
- **Account Name: National Neonatology Forum**
- **Account No: 91191010001308**
- **Branch: DTC Wazirpur, New Delhi - 110035**
- **IFSC Code: CNRB0019119**

- 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.

**Note:-**Kindly submit following documents along with this bid:

- Resolution passed by the branch
  - DD of Rs. 2,50,000/-
  - Copy of Constitution
  - Copy of Registration Certificate
  - Copy of the PAN Card
  - Members List and
  - Income Tax Returns (if any)
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- 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 04 concurrent sessions of 250-350 Persons 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. 1,000/- for every registration has to be submitted Quarterly to the Central NNF and 30% of the profit or Rs. 1,000/- per registration (whichever is more) has to be submitted by one year of completion of the NEOCON.
  - Scientific program will be finalized by the Central NNF. The communication to faculties, speakers, chairs etc., will be sent by Central NNF Secretariat.

**Dr. Dinesh Tomar**

**Secretary, NNF**

**FORMAT TO BE FILLED IN WHILE INVITING NNF NATIONAL CONFERENCE**

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

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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 .....

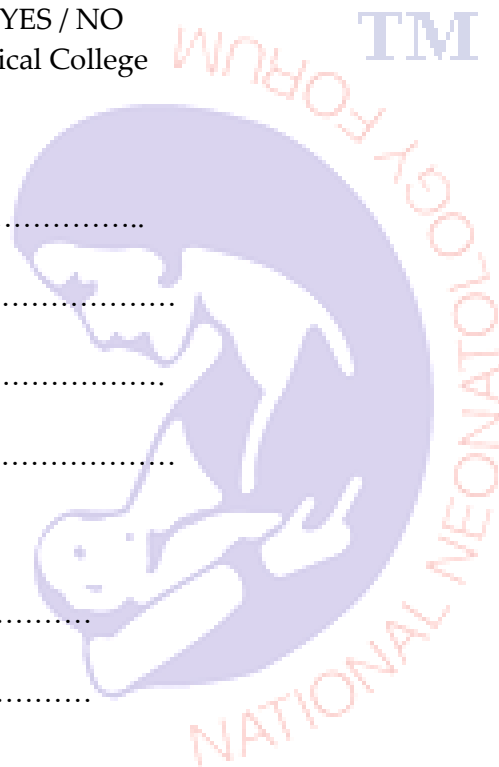
Hall 3 ..... Hall 4 .....

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**

**Signature**

**Signature**

**President**

**Secretary**

**Treasurer**

**Name & Address**

**Name & Address**

**Name & Address**

