



**INVITATION TO THE 3GPP RAN5#3-5G-NR Ad HOC MEETING  
WEEK OF, OCT 08-12, 2018  
JAIPUR, INDIA**

Dear Colleagues,

On behalf of the **Indian Friends of 3GPP (IF3)** and the **COAI**, I am pleased to invite you to the **3GPP RAN5#3-5G-NR Ad hoc meeting in Jaipur, India**.

These meetings will be held at the **Jaipur Marriott Hotel**. A block of rooms has been reserved for 3GPP delegates at discounted rates, which includes breakfast, lunch, internet, F&B discounts, and several other benefits. Please refer to the general meeting information section of this document for room inclusions and registration details. The cut-off date for hotel booking is 18:00 Hrs. IST on **07 Sept. 2018**.

**The following information is important, and we thank you in advance for reading this section and complying with our requests:**

1. Your stay at the hotel involves a negotiated rate that includes breakfast, lunch, internet, F&B discount, and several other aspects. This was possible with the hosts guaranteeing a minimum number of rooms.
2. Please make your reservations and stay at the meeting hotel, by booking your room using the reservation link provided by the hosts to ensure that the hotel knows that you are with our group. This is essential for the meeting hosts to arrange meeting spaces, along with Internet, Audio Visual equipment and other business equipment, as well as services for the attendees to have a productive and successful meeting, which enables everyone to do their job at a reduced cost to their company.
3. Our ability to sustain hosting 3GPP meetings in India is significantly dependent on meeting attendees supporting the meeting hosts by staying at the contracted meeting hotel under the appropriate provisions. Corporate rates or internet reservations outside of the block do not achieve the goal of supporting the meeting or the host. Neither do they provide the allowances negotiated by the hosts.

For details on how 3GPP meetings are structured and hosted, please refer to the 3GPP website.

In addition to making your hotel reservation, it is also very important to register for the meeting on [the 3GPP website](#). This provides the MCC and meeting planners with important planning information. **Please be sure to print your name badge prior to the meeting. Name badges are no longer provided at the meetings.** Meeting directions and general information are provided in the following pages of this invitation.

We are looking forward to seeing you in Jaipur.

Sincerely,

Sunder Singh Poriya

On behalf of the **IF3** and **COAI**

**Host of the meeting:**

The Indian Friends of 3GPP (IF3) and the COAI

**Indian Friends of 3GPP comprises Ericsson India, Intel India, Nokia India and Qualcomm India.**

## General Meeting Information

### Meeting and Dates:

3GPP RAN5#3-5G-NR Adhoc Oct 08-12, 2018

The meeting will **start on Monday, 08<sup>th</sup> Oct at 09:00 and ends on Friday, 12<sup>th</sup> Oct** (closing time to be announced by the Chair).

### Meeting contacts:

**Mr. Sunder Singh Poriya**, will represent the IF3 Secretariat, and can be contacted at the coordinates below.

Phone +91 11 2344 0207

Cell +91 94 5768 4532 (preferred)

Fax +91 11 2334 9276

Email [if3@coai.in](mailto:if3@coai.in)

[We encourage sending an email, with subject **"IF3 Meeting Oct 2018 Jaipur"** to receive the fastest response]

Mr. Poriya will be the first point of contact for any meeting related assistance (e.g., visa letter). All efforts will be made to address your query within five working days. If your query needs attention at a higher level, the IF3 coordinator can be contacted through email at [coordinatorif3@coai.in](mailto:coordinatorif3@coai.in)

### Meeting Venue :

#### Jaipur Marriott Hotel

Ashram Marg, Near Jawahar Circle,  
Jaipur 302 015, India

Hotel contact **Mr. Sameer Sohoni**

Phone +91 86 9695 6663

Email [sameer.sohoni@marriott.com](mailto:sameer.sohoni@marriott.com)

[We encourage sending an email with the subject **"3GPP meetings by IF3 Jaipur"**, to receive an early response]

A block of rooms has been reserved for 3GPP delegates at special discount rates. Delegates traveling to the meeting are hereby requested to make use of this hotel block for stay during the meeting.

### Room Rate:

Room Category	Single Occupancy	Double Occupancy
Deluxe	INR 9,800/-	INR 10,800/-
Premier	INR 10,440/-	INR 11,440/-
Executive	INR 13,000/-	INR 14,000/-

### Notes:

- The group check in time is 14:00 hours and check out time is 12:00 hours. Early check in/late checkout will only be possible subject to availability
- **Room rates are inclusive of 28% GST prevailing** during the preparation of this invitation.

### Room Inclusions:

- **Buffet breakfast & Buffet Lunch** for residential guests at a designated venue
- Complimentary access to swimming pool and health center
- Complimentary Wi-Fi access at rooms
- **15% discount on food and soft beverages consumed at the hotel**
- Deluxe rooms are standard rooms with a city view
- Premier rooms are standard rooms with a courtyard view

- Executive rooms allow complementary access to the club lounge, and cocktail served during select hours (17.30 to 21.30). It also includes complimentary pickup and drop at the Jaipur airport

**Hotel Reservation:**

To avail the special group rates for this meeting, the hotel requests that you **complete the form in Annexure 1, and email it to the contacts mentioned in there.**

We encourage sending an email with the subject “**Reservation to the 3GPP meeting by IF3 Jaipur**”, to receive an early response. Any difficulty in the process may please be brought to the attention of the hotel and IF3 coordinators.

**Cut-off Date:**

A certain number of rooms have been secured based on inputs from 3GPP, and will be available **until 18:00 Hrs., IST on 07 Sep 2018**, or until they are all run out – whichever happens first. Please make your reservation before the cut-off date to ensure hassle free booking. Rates may be significantly higher after the cut-off date, and is subject to availability.

**Cancellations:**

Since the rooms are reserved as part of a meeting block, **cancellations made after Sep 24 will attract penalty.** Please refer to the terms & conditions given in the reservation link for more details. Please note that COAI, IF3 and the 3GPP are not responsible for reservation confirmations, cancelled or changed reservations, or no-shows.

**Visa aspects:**

You may be required to obtain a visa for admittance into India. As of date, [India allows citizens from most countries to apply and secure an e-Visa](#). This is a convenient process, and covers citizens from most countries. Please check with the Indian embassy website of your country for more information.

In case you need an invitation letter from COAI for visa purpose, **please complete the details in the Visa Section of the [Indian Friends of 3GPP main page](#)** (an online process will be available **by July 23, 2018**). It is necessary that you book the hotel first, and cite the hotel booking reference number in the invitation request. Letters will be processed within five working days of receiving your request. Do ensure that your requests reach us **before 10 Sep 2018. Please do not contact ETSI or the meeting chairman for visa letters.**

**Airport:**

Jaipur International Airport (JAI)

Directions to the meeting venue: Please refer the [Jaipur Marriott Hotel link](#) for directions.

This airport is served by several international carriers, and is operational throughout the day. Please refer to the [Wikitravel link](#) and [Wikipedia link](#) for details.

**Wireless LAN:**

This will be a paperless meeting. Meeting coordinators will provide and administer a Wireless LAN for document distribution. Please be sure to bring your wireless LAN card to the meeting.

**Mobile Coverage:**

There is GSM, CDMA, HSPA and LTE coverage in India.

**Time Zone:**

Indian Standard Time (IST)

GMT +5:30

**Voltage:**

Please be sure you have the correct adapter. Voltage converters will not be provided at the meeting. India's A/C supply is 230V-50Hz. The plug is a "Type D." The image below is a visual representation of the adapter you will need if your equipment does not have the correct plug.

**About Jaipur:**

Jaipur is the capital of the Indian state of Rajasthan. Jaipur is also known as the Pink City, due to the dominant color scheme of its buildings. Jaipur is home to two UNESCO World Heritage Sites: the Jantar Mantar and the Amer Fort. Jaipur is a major tourist destination in India forming a part of the Golden Triangle (connecting Delhi, Agra and Jaipur). In addition to its role as the provincial capital, educational, and administrative center, the economy of Jaipur is fueled by tourism, gemstone cutting, the manufacture of jewelry and luxury textiles, and information technology.

Jaipur has a hot semi-arid climate. Temperatures range between 30°C and 35°C during daytime and around 20°C during night are common in October. Like many other fast-growing cities, Jaipur also has its traffic woes. Its roads can get very crowded during the peak hours of the day. This may be kept in mind while planning any travel inside the city. For information on tourism in Jaipur refer here: <http://www.tourism.rajasthan.gov.in/jaipur.html>

Please don't hesitate to direct any questions regarding the logistical arrangements of this meeting to the Meeting Coordinators.

**Annexure 1:****Jaipur Marriott Hotel – Room reservation Form**  
**IF3 hosted 3GPP meeting**

Jaipur Marriott Hotel  
Ashram Marg, Near Jawahar Circle  
Jaipur- 302015, Raj.

Tel: 0141-4567777  
Email: [mhrs.jaimc.reservations@marriotthotels.com](mailto:mhrs.jaimc.reservations@marriotthotels.com)  
Cc: [sameer.sohoni@marriott.com](mailto:sameer.sohoni@marriott.com), [if3@coai.in](mailto:if3@coai.in)  
Website: [www.jaipurmarriott.com](http://www.jaipurmarriott.com)

I/We will be participating in the above conference held by IF3 hosted 3GPP meeting and would like to book a room. Details are as under:

1. Mr./Ms. :
2. Sharing with Mr./ Ms. :
3. Mobile No. :
4. Email :
5. Arrival date :
6. Departure Date :
7. Arrival Time :
8. Departure Time :
9. Flight Details (In case Airport Transfers Req.):
10. Payment Guarantee (Credit Card):
  - Visa/Master/Amex :
  - Expiry Date :

**Please Note:** In case of No Show or late cancellation, I agree to pay as per the cancellation policy for this event.

Thanking You.

Yours Faithfully,

(Signature)

**Room Rates:**

Room Category	Single Occupancy	Double Occupancy
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Executive	INR 13,000/-	INR 14,000/-

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