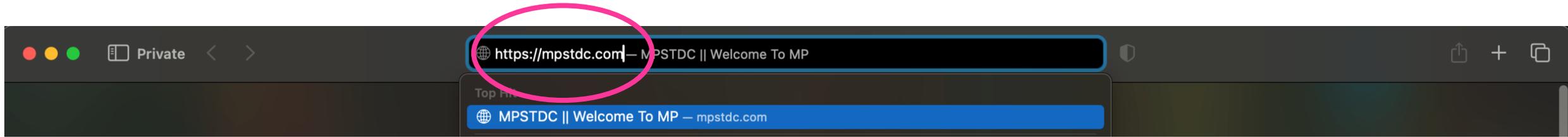




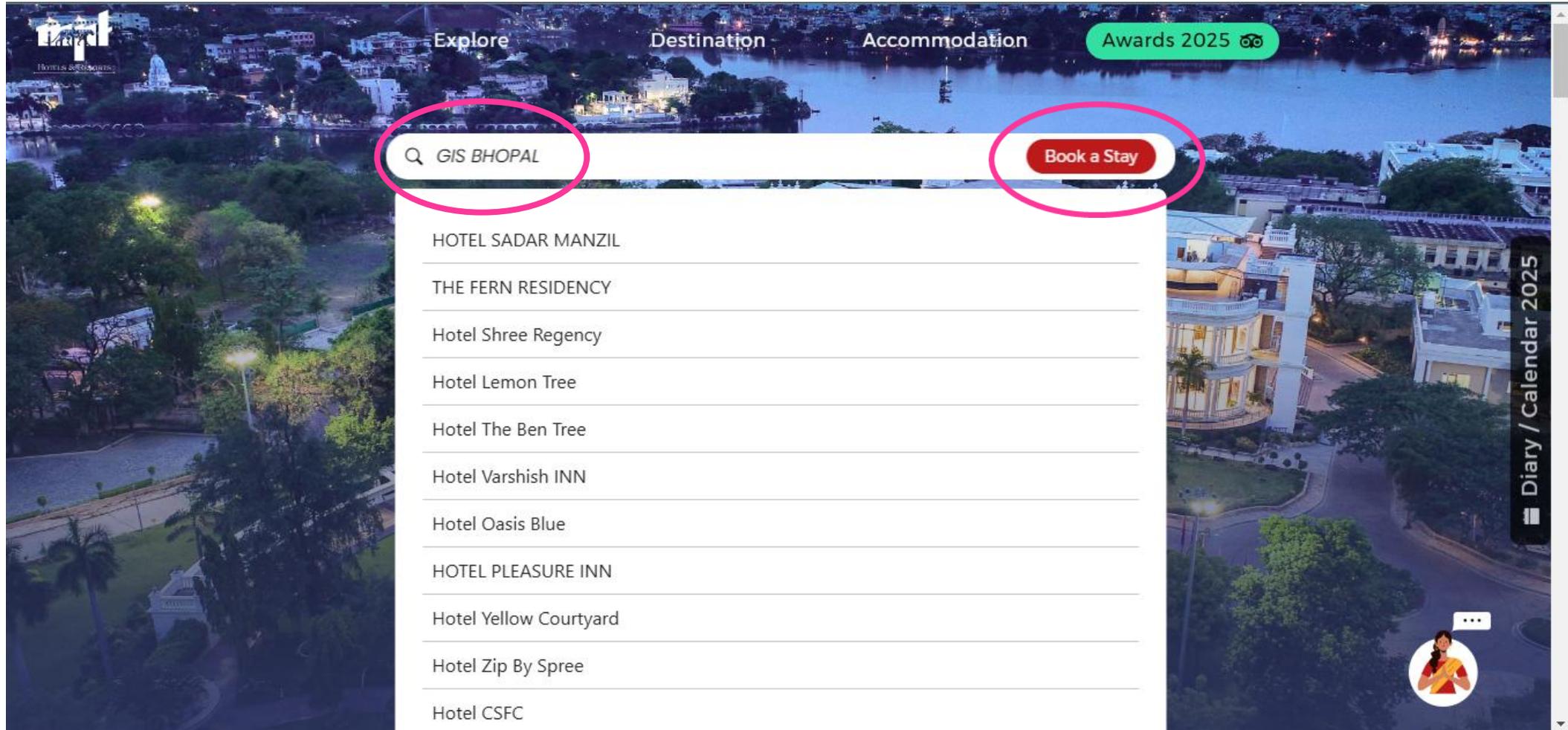
Standard Operating Procedure for Accommodation Booking



STEP 1: Go to the search bar of your web browser and type <https://mpstdc.com/>.



STEP 2: Enter 'GIS BHOPAL 2025' in the search bar and click on 'Book a Stay'.



STEP 3: Scroll down and choose from the available hotel options by clicking on 'BOOK NOW'.

The screenshot shows a web browser at the URL mpstdc.com/accommodation. The page displays four hotel listings in a grid. Each listing includes a photo of the hotel, its name, location, rating, price per night, and a list of amenities. The 'BOOK NOW' button for the 'Hotel Lemon Tree GIS Bhopal 2025' listing is circled in pink.

Hotel Name	Location	Rating	Price/Night	Amenities	Action
HOTEL SADAK MANZIL GIS	Bhopal 2025	5 stars	RS 18,000-30,000	Dinner, A/C Rooms, WiFi, Conference Room, Gym, Parking	VIEW, BOOK NOW
THE FERN RESIDENCY GIS	Bhopal 2025	4.5 stars	RS 6,000-6,000	Dinner, A/C Rooms, WiFi, Conference Room, Parking	VIEW, BOOK NOW
Hotel Shree Regency GIS	Bhopal 2025	4 stars	RS 1900-1900	A/C Rooms, WiFi, Parking	VIEW, BOOK NOW
Hotel Lemon Tree GIS	Bhopal 2025	4.5 stars	RS 6,000-9,100	Dinner, A/C Rooms, WiFi, Conference Room, Parking	VIEW, BOOK NOW

STEP 4: Select the room category, check-in and check-out dates, number of guests and confirm by clicking on 'ADD'.

The screenshot displays a web browser window with the URL `secure-booking-engine.com/accounts/rfR4TrITzF3JUt-46yUGcA/properties/DnXUjRigbeKErI6BHdR_gg/booking-engine/web/source/4wsctBw6Oq6j-g9XuxeRzQ/cart/7M8-528...`. The search filters at the top are: Check-In: 23 February 2025, Sun; Check-Out: 26 February 2025, Wed; Room/Guest: 1 Room, 2 Adults, 0 Children, 0 Infants. A blue banner for 'HOTELS & RESORTS' and 'MADHYA PRADESH GLOBAL INVESTORS SUMMIT' is visible. The main content area is titled 'Select Option for Room 1' and features a room selection card for a 'Superior' room. The card includes a photo of the room, a price of ₹ 6,720 per night, and an 'ADD' button. The right sidebar shows a progress indicator with steps '1 Select Room', '2', and '3 Secure Payment'. Below the progress indicator is a 'Booking Summary' section with a 'SHARE LINK' button and a 'PROCEED' button.

Check-In: 23 February 2025, Sun

Check-Out: 26 February 2025, Wed

Room/Guest: 1 Room, 2 Adults, 0 Children, 0 Infants

SEARCH

HOTELS & RESORTS

MADHYA PRADESH GLOBAL INVESTORS SUMMIT
24 & 25 FEBRUARY 2025, BHOPAL
MP : INFINITE POSSIBILITIES

Select Option for Room 1

8-9 People looking

Superior

Bathroom Amenities

Max Occupancy : 2 Adults : 2 Children : 0

Bed Type : Double Bed - 1 ... **MORE DETAILS**

Breakfast For 2 Adults | 0 Child

₹ 6,720 Per night (incl taxes)

ADD

1 Select Room 2 3 Secure Payment

Booking Summary **SHARE LINK**

Rooms 0 Total Guest 0 Add On 0

Check-In : 23rd Feb 2025 Check-Out : 26th Feb 2025

PROCEED

STEP 5: Double Check the 'Booking summary' and enter the 'Guest Details' along with your *GIS Registration Number*

Check-In: 23 February 2025, Sun Check-Out: 26 February 2025, Wed Room/Guest: 1 Room, 2 Adults, 0 Children, 0 Infants **SEARCH**

Guest Details

First Name * Last Name *

Mobile number * Email*

+91 81234 56789

Please enter your GIS registration number

Enter GST Details (Optional)

This is a mandatory field

1 Select Room 2 3 Secure Payment

Booking Summary

SHARE LINK

Rooms	1	Total Guest	2	Add On	0
Check-In:	23rd Feb 2025	Check-Out:	26th Feb 2025		
ROOM 1: SUPERIOR					
Breakfast		₹ 18,000.00			
Adult: 2 Child: 0 Infant: 0					
MODIFY		REMOVE ROOM			

Discount

Enter Promo Code **APPLY**

STEP 5: Scroll to the bottom, click on I agree to terms & conditions and click on 'PAY NOW'

secure-booking-engine.com/accounts/rfR4TrITzF3JUt-46yUGcA/properties/DnXUjRigbeKErI6BHdR_gg/booking-engine/web/source/4wsctBw6Oq6j-g9XuxeRzQ/cart/7M8-528...

Check-In: 23 February 2025, Sun
Check-Out: 26 February 2025, Wed
Room/Guest: 1 Room, 2 Adults, 0 Children, 0 Infants

SEARCH

Do you have any special request?
Enter your special request

Payment
 Pay Online

Adult: 2 | Child: 0 | Infant: 0
MODIFY REMOVE ROOM

Discount
Enter Promo Code APPLY
*One promo will be applicable at a time

Total Taxes ₹ 2,160.00

Total Payable ₹ 20,160.00
VIEW LESS DETAILS

I agree to the [Terms & Conditions](#) and [Refund & Cancellation Policy](#)

PAY NOW

STEP 6: Pay through the preferred option after being redirected to the payment gateway.

The screenshot displays the BillDesk payment gateway interface. The browser address bar shows the URL: `pgi.billdesk.com/pgidisk/ProcessPayment;jsessionid=0000m98RabBO5wRK_yp4lNoqZM3:1a7ou2k7d?wpage=h8iNSDR1aCEc0XF1eMleOV05`. The interface is divided into three main sections:

- Payment Methods:** A vertical list on the left with icons and chevron arrows for: Net Banking, Credit / Debit Cards, QR, Wallets, and UPI (Unified Payments Interface).
- Internet Banking:** The central section, titled "Internet Banking", contains a "Popular Banks" area with logos for Axis Bank, HDFC Bank, ICICI, Kotak, and SBI. Below this is a "Select Bank" section with a search input field and a magnifying glass icon.
- Merchant and Order Information:** A right-hand panel containing:
 - Merchant name: MP Tourism Hotel Booking (with a close icon)
 - Order Id: GISLEM000000000170409
 - Payment Amount: A redacted field (represented by a brown box).

At the bottom center, there is a prominent orange button labeled "Make Payment for" followed by a redacted amount. The BillDesk logo and "Privacy policy | Terms & conditions" link are located at the bottom right of the interface.

STEP 7: A 'PAYMENT CONFIRMATION' screen will be displayed.

payments.djubo.com/accounts/rfR4TrITzF3JUt-46yUGcA/properties/DnXUjRigbeKErI6BHdR_gg/payment/bill-desk/response/

Thank you [redacted]

Your booking is confirmed.

Booking Reference No.: [redacted]
Booking Total Amount: [redacted]
Please use your Booking Reference Number for booking related transactions
Payment ID: GISLEM000000000170409
Please use your Payment ID for payment-related transactions with your bank

Kindly check your email for the Booking Confirmation voucher with the complete details of your stay.
Please Note: If you cannot see the Confirmation email please check your Junk or Spam folder.

For any queries, please call 07554027181 or email GISACCOMMODATION@MPSTDC.IN

Make Another Booking Return to Website

STEP 8: Confirmation mails enclosing a detailed PDF and booking reference ID will be sent.

Online Payment Received | Hotel Lemon Tree, Bhopal | Transaction Id : ZHD5B8W0CRJ5PC > [Inbox x](#)

gisaccommodation@mpstdc.in via [sendgrid.net](#)
to me ▾



Online Payment Received

Hi [REDACTED]

Your Payment has been received successfully.

Payment Gateway Transaction Id :	ZHD5B8W0CRJ5PC (GISLEM000000000170409)
Arrival Date :	23 Feb, 2025
Departure Date :	26 Feb, 2025
Payment Initiation Time:	08 Feb, 2025 22:06

Guest Name:	[REDACTED]
Guest Email:	[REDACTED]
Guest Mobile No:	[REDACTED]
Total Amount:	[REDACTED]
Reference Number:	BEHLT0066745914

Purpose:	Payment via Bill Desk - Order Id ZHD5B8W0CRJ5PC
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*This is an auto generated email, please don't reply on this email id.

Thanks,
Djubo System

Powered by [Djubo.com](#)



	Reservation ID HLT0000001 Reference ID BEHLT0066745914	 Check in 23 Feb, 2025 14:00:00 Check out 26 Feb, 2025 12:00:00	
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Dear Shourima Mishra,

Thanks for booking with us. Your room confirmation details are mentioned below. For any follow on queries please contact the Hotel at +91 7554027181 / 7554027182 or supportmotgis@mpstdc.in.

Guest Name : [REDACTED]a

Guest Email : [REDACTED]

Guest Contact No. : 9 [REDACTED]87

S.No.	Room	Nights	Adults	Children	Infants	Meal Plan	Currency	Total Net Price
1	Superior	3	2	0	0	Breakfast	INR	3.00
						Room Rent	INR	3.00
						Total	INR	3.00
						Discount Amount	INR	0.00
						Sub Total	INR	3.00
						Total Taxes	INR	0.36
						Advance Amount	INR	3.36
						Total outstanding amount	INR	0.00

Thank you