
Global IndiaAI Summit 2024, NEW DELHI

July 3-4, 2024

ADMINISTRATIVE CIRCULAR

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INTRODUCTION

Welcome to the Global IndiaAI Summit in New Delhi, India! This summit is a unique opportunity for leaders in artificial intelligence and global policymakers to showcase their insights on key AI issues & challenges and come together to discuss the future of AI. This handbook is designed to provide you with all the essential information you need to make the most of your participation in this prestigious event.

This handbook has been prepared to help you find your way around and to make your stay in New Delhi comfortable and memorable. It contains information regarding logistics and other general information for this summit. Please note that any additional information will be communicated to the delegates and the participants through email and the official website of the summit (<https://indiaai.gov.in/globalindiaaisummit>).

We hope you find this handbook useful in navigating the event and making the most of your time in India. We look forward to inspiring discussions and productive collaborations during these three days.

1. REGISTRATION

All participants who wish to participate in the Global IndiaAI Summit 2024 are required to register on the official website (<https://indiaai.gov.in/globalindiaaisummit/>).

2. VENUE

Summit Venue: Bharat Mandapam, International Exhibition-Cum-Convention Centre (IECC), Pragati Maidan, New Delhi, 110001

[Bharat Mandapam](#)



Help Desk: A help desk will be installed at the meeting venue to assist in case of enquiries.

3. AGENDA

In addition to the core GPAI Governing Body Meetings, the agenda for the Global IndiaAI Summit will include various events such as discussion on 7 pillars of IndiaAI mission, Industry Side Sessions, roundtable discussion for global south countries, Workshops etc. A detailed agenda will be published on the Summit website and the same will be provided at the registration desk upon your arrival.

4. VISA REQUIREMENTS

The Government of India has bilateral Visa Exemption Agreements for holders of diplomatic / official / service passports with a number of countries. The details can be found at <https://mea.gov.in/bvwa-menu.htm>. Diplomatic or Official Passport holders of exempted countries are not required to apply / obtain visa.

All other delegates (from countries which do not have a bilateral visa exemption agreement for holders of diplomatic/official/service passports) intending to travel using diplomatic/official/service passports will be issued **appropriate visas with multiple entries**,

to attend the event which will be made available on the basis of invitation of the delegate. Delegates can submit the printout of the visa form along with the invitation and Note Verbale from their Government, etc to the concerned Indian Mission or Consulate, for affixing the appropriate Indian visa. In such cases application for diplomatic/official Visas may be made through Gol's website <https://indianvisaonline.gov.in>. It may be noted that e-Visa is not available on Diplomatic / Official Passports.

Delegates and Exhibitors travelling with an ordinary passport are requested to apply for **conference visa (delegates) or business visa (exhibitors)** (Regular/Paper visa) from the Indian Missions or Consulates accredited in the respective countries of residence or nearest Indian Missions or Consulates. Ordinary passport holders can also apply for **e-Conference Visa (delegates) or e-business visa (exhibitors)** at <https://indianvisaonline.gov.in> (list of eligible countries for e-visa can be found at <https://indianvisaonline.gov.in/evisa/tvoa.html>).

Delegates from UN/ Other International Organizations holding Diplomatic/Official Passports or UNLP may apply to the nearest Indian Mission for getting the appropriate Visa. It may be noted that e-Visa facility is not available for International travel document holders like UN Passport etc.

All delegates to ensure that their passports have at least six months validity, minimum of two blank passport pages for validation, and identical information between the country represented and the holder's nationality.

5. TRANSPORTATION

Nearest Airports:

- International: Indira Gandhi International Airport, Terminal 3 (IGI T3)
- Domestic: Indira Gandhi International Airport Terminals 1, 2 and 3

Nearest Railway Stations:

- New Delhi Railway Station
- Hazrat Nizamuddin Railway Station
- Old Delhi Railway Station

Local Transportation

- Nearest Metro Station: Supreme Court Metro Station
- Taxi Services: Various taxi services are operational in Delhi. Few taxi operators have their counters at the arrival terminal of the Indira Gandhi International Airport. Several app-based taxi operators are also available readily.

6. ACCOMMODATION

The list of hotels is given below. The accommodation and related costs (food, hotel services etc.) will be borne by the participants.

S. NO.	NAME OF THE HOTEL							
1.	The Oberoi New Delhi Dr. Zakir Hussain Marg, New Delhi - 110003 <table border="1"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Luxury room</td> <td>INR 23000</td> </tr> </tbody> </table>		Tentative Rates	Luxury room	INR 23000			
	Tentative Rates							
Luxury room	INR 23000							
2.	ITC Maurya Diplomatic Enclave, S.P. Marg, New Delhi <table border="1"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Executive Club Room</td> <td>INR 14000</td> </tr> </tbody> </table>		Tentative Rates	Executive Club Room	INR 14000			
	Tentative Rates							
Executive Club Room	INR 14000							
3.	Taj Palace Diplomatic Enclave, S.P. Marg, New Delhi <table border="1"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Luxury rooms</td> <td>INR 16000</td> </tr> <tr> <td>Taj Club Executive rooms</td> <td>INR 19000</td> </tr> </tbody> </table>		Tentative Rates	Luxury rooms	INR 16000	Taj Club Executive rooms	INR 19000	
	Tentative Rates							
Luxury rooms	INR 16000							
Taj Club Executive rooms	INR 19000							

<p>4.</p>	<p>The Ashok 50, Niti Marg, Diplomatic Enclave, Chanakyapuri, New Delhi, Delhi 110021</p> <table border="1" data-bbox="323 392 660 607"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Standard Room</td> <td>INR 9000</td> </tr> </tbody> </table>		Tentative Rates	Standard Room	INR 9000	
	Tentative Rates					
Standard Room	INR 9000					
<p>5.</p>	<p>The Connaught</p> <p>37, Shaheed Bhagat Singh Marg, Shivaji Stadium, Connaught Place, New Delhi, Delhi 110001</p> <p>Contact Point: Mr Kartikay Saxena Cell – 9818880474 Email Id - kartikey.saxena@ihcltata.com</p>					
<p>6.</p>	<p>The Ambassador</p> <p>Subramania Bharti Marg, Sujan Singh Park North, Sujan Singh Park, New Delhi, Delhi 110003</p> <table border="1" data-bbox="323 1355 660 1574"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Superior</td> <td>INR 15000</td> </tr> </tbody> </table>		Tentative Rates	Superior	INR 15000	
	Tentative Rates					
Superior	INR 15000					
<p>7.</p>	<p>Vivanta by Taj</p> <p>Service Rd, Sector 21, Dwarka, New Delhi, Delhi, 110075</p> <p>Contact Point: Mr Kartikay Saxena Cell – 9818880474 Email Id: kartikey.saxena@ihcltata.com</p>					

8.	<p>The Sheraton</p> <p>Saket District Centre, District Centre, Sector 6, Saket, New Delhi, Delhi 110017</p> <p>Contact Point: Mr Vinay Cell – 9718356272 Email Id - kumar.vinay@itchotels.in</p>					
9.	<p>Hotel Grand</p> <p>Nelson Mandela Marg, Pocket 4, Vasant Kunj II, Vasant Kunj, New Delhi, Delhi - 110070</p> <p>Contact Point – Mr. Inderpal Singh Cell - 9560284285 Email Id – SL2@grandnewdelhi.com</p>					
10.	<p>The Lodhi</p> <p>Lodhi Road, CGO Complex, Pragati Vihar, New Delhi, Delhi 110003</p> <table border="1" data-bbox="323 1267 660 1487"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Luxury room</td> <td>INR 25000</td> </tr> </tbody> </table>		Tentative Rates	Luxury room	INR 25000	
	Tentative Rates					
Luxury room	INR 25000					
11.	<p>Shangri-La Eros</p> <p>19 Ashoka Road, Connaught Place, New Delhi</p> <table border="1" data-bbox="323 1704 660 1924"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Deluxe Room</td> <td>INR 15000</td> </tr> </tbody> </table>		Tentative Rates	Deluxe Room	INR 15000	
	Tentative Rates					
Deluxe Room	INR 15000					

12. **Aloft New Delhi Aerocity**
5B, IGI T3 Road, Aerocity, Delhi
Aerocity, New Delhi, Delhi 110037

Contact Point: Mr Tarun Chawla
Phone No: 8448499729
Email: Tarun.Chawla@aloffhotels.com






13. **India Habitat Centre**
India Habitat Centre, 6, Lodhi Road,
Institutional Area, Lodhi Colony, New
Delhi, Delhi, 110003

	Tentative Rates
Standard Room	INR 4000



OTHER HOTELS:		
1.	Hyatt Regency Delhi Ring Rd, Bhikaji Cama Place, Rama Krishna Puram, New Delhi, Delhi 110066 Contact Point – Mr. Barun Gupta Cell - 9711180769 Email Id - barun.gupta@hyatt.co m	
2.	Taj Mahal Hotel Mansingh Road, New Delhi Contact Point – Ms. Priya Singh Cell – 9999679827 Email Id - priya.singh@ihcltata.co m	
3.	The Leela Diplomatic Enclave , Chanakya Puri ,New Delhi Contact Point – Mr. Sumit Sharma Cell – 9560093864 Email Id - sumit.sharma@theleela .com	

<p>4.</p>	<p>Imperial Hotel</p> <p>Connaught Place, New Delhi</p> <p>Contact – Ms. Pooja Thapa Cell – 9811733391</p>	
<p>5.</p>	<p>Lalit Hotel</p> <p>Barakhamba Avenue Connaught Place, New Delhi-110001</p> <p>Contact Point – Ms. Preeti Vishal Cell - 9650604557 Email Id - preeti.vishal@thelalit.com</p>	
<p>6.</p>	<p>Le Meridien</p> <p>Le Meridien, Windsor PI, Connaught Place, New Delhi, Delhi 110001</p> <p>Contact Point – Mr. Rajan Ghalay Cell – 9811161614 Email Id - rghalay@lemeridien-newdelhi.com</p>	

<p>7.</p>	<p>Claridges</p> <p>12, Dr APJ Abdul Kalam Rd, Tees January Road Area, Motilal Nehru Marg Area, New Delhi, Delhi 110011</p> <p>Contact Point – Mr. Jai Khosla Cell – 9810306271 Email Id – jai.khosla@claridges.com</p>	
<p>8.</p>	<p>Eros Hotel New Delhi</p> <p>Nehru Place, New Delhi, Delhi 110019</p> <p>Contact Point – Mr. Gautam Bose Cell - 9953657913 Email Id – gautam.bose@eroshotel.co.in</p>	
<p>9.</p>	<p>Pride Plaza</p> <p>Asset 5A Hospitality, District, Aerocity, Delhi, 110037</p> <p>Contact Point – Mr. Shashank Cell - 9899343745</p>	

<p>10.</p>	<p>Radisson Blu Plaza</p> <p>Nh 8, near Mahipalpur Extension, Block R, Mahipalpur Village, Mahipalpur, New Delhi, Delhi 110037</p> <p>Contact Point – Mr. Ashwani Kumar Goela Cell - 9899000700 Email Id - ashwani.goela@radisson.com</p>	
<p>11.</p>	<p>The Suryaa</p> <p>MMA Rd, New Friends Colony, New Delhi, Delhi 110025</p> <p>Contact Point – Mr. Rohan Cell - 8588827304</p>	
<p>12.</p>	<p>Pullman</p> <p>Asset No 02, Gmr Hospitality District, IGI Rd, Aerocity, New Delhi, Delhi 110037</p> <p>Contact Point – Mr. Abhay Cell - 9643100403</p>	

<p>13.</p>	<p>Andaz Delhi</p> <p>Gate No. 1, Asset No.1, Hospitality District Delhi, Aerocity, New Delhi, Delhi 110037</p> <table border="1" data-bbox="325 544 663 763"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Twin Room</td> <td>INR 14000</td> </tr> </tbody> </table>		Tentative Rates	Twin Room	INR 14000	
	Tentative Rates					
Twin Room	INR 14000					
<p>14.</p>	<p>Roseate New Delhi</p> <p>Asset 10, Northern Access Rd, Aerocity, Hospitality District, Indira Gandhi International Airport, New Delhi, Delhi 110037</p> <p>Contact Point – Mr. Mayank Cell - 9999839617</p>					
<p>15.</p>	<p>JW Marriott</p> <p>Asset Area 4 - Hospitality District Delhi, Aerocity, New Delhi, Delhi 110037</p> <table border="1" data-bbox="325 1491 663 1711"> <thead> <tr> <th></th> <th>Tentative Rates</th> </tr> </thead> <tbody> <tr> <td>Deluxe Room</td> <td>INR 21000</td> </tr> </tbody> </table>		Tentative Rates	Deluxe Room	INR 21000	
	Tentative Rates					
Deluxe Room	INR 21000					

	OTHER BUDGET HOTELS
1.	La Sagrita #14, Near Zoo, Sunder Nagar, New Delhi, Delhi 110003 Contact: N/A
2.	Jukaso Inn 49-50, Sunder Nagar, Mathura Road, Near Pragati Maidan, New Delhi, Delhi, 110003 Contact: 011-24350308
3.	Ahuja Residency 3, Sunder Nagar, New Delhi, Delhi, 110003 Contact: 011-45785000
4.	Park Inn by Radisson 1&2, Ring Road, Vikram Vihar, Lajpat Nagar IV, New Delhi, Delhi, 110024 Contact: 011-46515151
5.	India International Centre 40, Max Mueller Marg, Lodhi Gardens, Lodhi Estate, New Delhi, Delhi, 110003 Contact: 011-24619431

8. ACCESS TO VENUE (ID CARDS)

Please note that participants will be granted access based on their participation in the event. A Badge Collection desk will be installed at the venue to assist all participants.

9. WEATHER

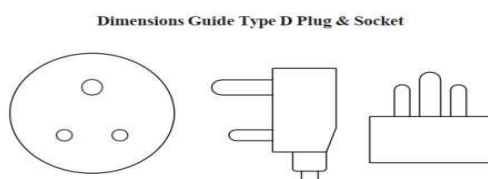
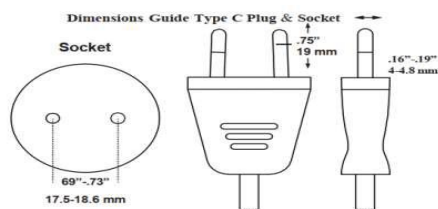
New Delhi in December experiences an average temperature ranging from a high of 97 Degree Fahrenheit (36 Degree Celsius) to a low of 82 Degree Fahrenheit (28 Degree Celsius).

10. TIME ZONE

Local time in New Delhi is Indian Standard Time (IST) which is GMT + 5 ½ hours.

11. ELECTRICITY

The electricity supply voltage in India is 220- 240 volts with plug types C and D.



12. WIRELESS INTERNET

Wireless internet (Wi-Fi) will be available in the meeting areas. Information to access the Wi-Fi will be provided onsite.

13. CREDIT CARDS

Credit cards are accepted in large hotels, shopping centers and restaurants whereas smaller shops may not be able to accept credit cards.

14. CURRENCY AND ATMS

The official currency of India is India Rupee (INR). All payments must be made

in Indian Rupee. You will need to exchange other currencies into Indian Rupee (INR) if you are planning to make cash payments in India.

The service facilities of currency exchange are located at the Indira Gandhi International Airport, New Delhi.

15. TRAVEL AND HEALTH INSURANCE

Participants will be responsible for any costs incurred at medical facilities, hospitals or pharmacies. Meeting participants may also wish to purchase travel / health insurance.

16. HEALTH REQUIREMENTS & MEDICAL ARRANGEMENTS

The Ministry of Health and Family Welfare, Government of India has issued 'Guidelines for International Arrivals' in the context of COVID-19 pandemic and updated the same from time to time. Detailed guidelines can be seen on the website of the Ministry of Health & Family Welfare. The link is

<https://www.mohfw.gov.in/pdf/GuidelinesforInternationalArrivals10thFebruary2023.pdf>

All passengers who are travelling from Yellow Fever endemic countries as notified by the World Health Organization are advised to take Yellow Fever vaccination 10 days before their scheduled arrival in India. A list of Yellow Fever endemic countries may be seen at: <https://ihpoe.mohfw.gov.in/vaccination.php>.

All passengers who are travelling from Polio affected countries as notified by World Health Organization are advised to provide an International Certificate of Vaccination (taken between four weeks and 12 months prior to travel) in the form specified in Annex 6 of the IHR to record their polio vaccination and serve as proof of vaccination and upload it while applying for entry visa to India. Annex 6 of IHR may be seen at: <https://apps.who.int/iris/bitstream/handle/10665/246107/9789241580496-eng.pdf>

A medical room will remain operational at the meeting venue on 3-4 July 2024. Fully equipped ambulances will be stationed at the venue for use if required. Further, please refer to the below mentioned list of hospitals for ready reference.

- **List of Hospitals**

S. No.	Hospital / Institute	Address
1.	All India Institute of Medical Sciences (AIIMS)	Ansari Nagar Aurobindo Marg New Delhi- 110029
2.	Dr. Ram Manohar Lohia Hospital	Baba Kharak Singh Marg, Near Gurudwara Bangla Sahib, Connaught Place, New Delhi, 110001

3.	Safdarjung Hospital	Ansari Nagar East Ring Road New Delhi- 110029
4.	St. Stephens Hospital	St. Stephen's Hospital, Tis Hazari Delhi, 110054
5.	Sir Ganga Ram Hospital	Sir Ganga Ram Hospital Marg, Rajinder Nagar, New Delhi, 110060
6.	Apollo Hospital	Apollo Hospital, Mathura Rd, Jasola Vihar, New Delhi, 110076
7.	Medanta Hospital	E – 18, Defence Colony, New Delhi, 110024
8.	Max Super Specialty, Saket	Max Super Speciality Hospital, Saket (Max Saket), 1 2, Press Enclave Marg, Saket Institutional Area, Saket, New Delhi, 110017
9.	Moolchand Hospital	Moolchand Hospital, Moolchand Flyover, Block M, Lajpat Nagar IV, Defence Colony, New Delhi, Delhi 110049

17. EMERGENCY NUMBERS

Helpline	
Disaster Helpline	1077
Women Helpline	1091
Doorstep Delivery	1076
Police	100
Fire & Rescue	101
Ambulance	102

18. CONTACT US

Email IDs: pmu.otech@meity.gov.in, fellow1.gpai-india@meity.gov.in, fellow2.gpai-india@meity.gov.in