



## MSN Laboratories Private Limited

MSN House, Plot No.: C-24,  
Sanath Nagar Industrial Estate, Sanath Nagar,  
Hyderabad, Telangana, Pincode: 500018. India.  
CIN: U24239TG2003PTC041583  
Phone: +91-40-30438600 Fax: +91-40-30438798

November 10, 2021

**Mr. Sharad Pundalik Bhujade**  
S/o Pundalik Bhujade  
At: Kanak Sagaj, Post: Chinchadgaon  
Tal: Vaijapur,  
Aurangabad 423701  
Mobile No: 9881580103

Dear Mr. Sharad Pundalik Bhujade,

### Sub: Offer and Appointment Letter

This has reference to your application and the subsequent interview you had with us, we are pleased to offer you an employment with the following Terms & Conditions:

#### 1. Designation:

You will be designated as "Junior Executive-Trainee", Grade "G01", in Research & Development Department based at MSN Laboratories Private Limited - R&D Center Location.

This offer is subject to completion of your M Sc and submission of all the certificates to the company. Further, please note that, in the event of noncompliance of submitting the pass certificate within the stipulated period i.e., on or before 31<sup>st</sup> December 2021, this offer will be Cancelled. In this regard you are required to give declaration to the organization.

The Present Salary will be on the basis of B Sc Your Salary will be revised to M Sc, from the date of submission of Certificates.

#### 2. Remuneration:

Detailed compensation structure as Total Cost to Company is mentioned in the Annexure-I.

#### 3. Documents to be Submitted:

Please bring all the following documents in original with Photostat copies of the same at the time of joining.

- Passport Size Color Photographs (Self) - 7 nos. and Dependent-family members photograph - 1 nos. each
- All Educational Certificates and any other Certificates related to specific Training and Skills
- Previous employment Service Certificate / Relieving Letter, if any
- Last Six Months Bank Statement
- Aadhaar Cards of self and dependent family members
- PAN Card
- Passport / Driving License
- A cancelled cheque leaf of active bank account
- Medical Certificate with Reports
- Non Judicial Stamp Paper worth Rs. 100/- in your name, for the purpose of Employment Agreement. You need to give us the Agreement of Employment on Non-Judicial Stamp paper, stating that, you will work with MSN Group of Companies for a minimum period of three years, from the date of joining.

Page 1 of 2