

13th May, 2022

Swapna Mahesh Chawan
C/o Mahesh Chawan,
Zagwao Wado,
Palin, Usccassim
Goa



Subject: Provisional Offer for Employment

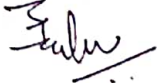
Dear Swapna,

Reference to your application and our subsequent discussions, we are pleased to offer you the position of Post Graduate Trainee on the following terms and conditions.

- 1) Your initial location will be Goa, however you can be transferred to any of our existing or future establishment as per business requirements.
- 1) You will undergo training for the period of 12 months from the date of your joining.
- 2) Your date of joining will be communicated to you after understanding your final semester examination schedule.
- 3) During the training period, you will be paid stipend of Rs. 3 lakhs / p.a. The same will be subject to statutory deductions, as applicable.
- 4) Apart from the above CTC, you may be eligible for payment of retention bonus after completion of 24 months of service as per Company Policy.
- 5) The offer is subjected to successful completion of your degree with desired passing marks and medical fitness. The detailed appointment letter will be issued to you upon your joining.
- 6) We would appreciate if you could convey your acceptance to this offer within 8 days from the date of the offer i.e. on or before **20th May, 2022**. The offer will automatically stand cancelled if your acceptance is not received within the due date.
- 7) You will be required to produce at the time of joining, the following documents:
 - (a) Self-certified copies of Aadhar Card, Pan Card, Bank account details (passbook or Cancel cheque), Proof of Date of Birth – Birth Certificate or School certificate, educational/professional/technical qualifications, Previous employment, if any.
 - (b) Medical fitness certificate in the form prescribed, from a Registered Medical Practitioner.
 - (c) Two copies of your recent passport size photograph.

This letter does not constitute an appointment and same shall be effective only after acceptance of the terms and conditions of appointment.

For CHOWGULE AND COMPANY PRIVATE LIMITED,


Parmod Kumar Yadav
Deputy Vice President
Human Resources


Acceptance & Signature of Employee

CHOWGULE AND COMPANY PRIVATE LIMITED

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