



ADVY

Partnering with you

Ref No: HR/2312

December 13, 2023

OFFER LETTER

Ms. Samrudhi Vijaykumar Gaikwad,
A/P Kasba Bawda,
Tal - Karveer, Dist - Kolhapur,
Maharashtra, 416006

Dear Ms. Samrudhi,

With reference to your application and subsequent interview you have had with us, we are pleased to make an employment offer as per the following terms and conditions:-

- You will be joining us on or before **December 18, 2023**.
- You will be designated as **Officer - QC** in function **Quality Control**.
- You shall be initially based in **Thane Plant** however, you may be required to relocate to other parts of the country, in due course.
- Your appointment and work conditions will be governed by the Rules and Regulations of the Company.
- Your Salary shall be as per the attached sheet. You shall be entitled to mediclaim as per company's Policy.
- A detailed Appointment Letter shall be issued to you at the time of joining the organization.
- You shall be on probation for a period of six months.
- Please send us a copy of resignation from your present organisation within three days of receiving this offer, failing which, this offer would automatically stand withdrawn.
- You are requested to bring originals and attested true copies of certificates of qualification and previous employment history, date of birth certificate, photo identity proof, last salary slip from the last employer, two recent passport size photographs, (two) reference letters and a medical certificate from a registered medical practitioner that you don't suffer from any disease and that you are medically fit to join duty (In case a female is in family way, please specify), at the time of joining.

Please sign the duplicate copy of this letter as a token of acceptance and return to the undersigned

Yours faithfully,

For Advy Chemical Private Ltd,


Christina Van Buerle
Head – HR & Administration

Ms. Samrudhi Vijaykumar Gaikwad

ADVY CHEMICAL PRIVATE LIMITED
ISO 9001 & EN ISO 13485 CERTIFIED

CORPORATE OFFICE: 1502, 15th Floor, Oriana Business Park, Road No. 22, Nehru Nagar, Wagle Industrial Estate, Thane, Maharashtra – 400 604, India. T: +91 86574 28612

REGISTERED OFFICE: 17th Floor, Hoechst House, Nariman Point, Mumbai, Maharashtra – 400 021, India. T: +91 22 6656 0900

MANUFACTURING PLANT: Plot No A-334/336/338, A-337/339, Road No. 25 & 26, Wagle Industrial Estate, Thane, Maharashtra – 400 604, India. T: +91 86574 28613/ 14

Website: www.advychemical.com | Email: info@advychemical.com

CIN No.: U24297MH2010PTC209352 | GST No.: 27AAICA9203E1ZV



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Annexure

Name	Ms. Samrudhi Vijaykumar Gaikwad	
Role	Officer - QC	
Department	Quality Control	
Location	Thane Plant	
DOJ	December 18, 2023	
Monthly Components - Fixed	Monthly	Yearly
Basic	8,330	99,960
HRA	4,165	49,980
LTA	1,458	17,500
Education Allowance	200	2,400
Conveyance	1,600	19,200
Medical Allowance	1,250	15,000
Special Allowance	406	4,878
Monthly Total (A)	17,410	208,918
Annual Components		
PF	1,589	19,073
Bonus	1,268	15,218
ESIC	566	6,792
Total Annual (B)	3,424	41,082
Total CTC (A+B)	20,833	250,000
Deductions		
PF	1,589	19,073
ESIC	131	1,572
P Tax	200	2,400
Net Pay	15,489	185,873

For Advy Chemical Private Ltd,


Christina Van Buerle

Head – HR & Administration

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