



SERUM INSTITUTE OF INDIA PVT. LTD.

(FORMERLY KNOWN AS SERUM INSTITUTE OF INDIA LTD.)

Cyrus Poonawalla Group

Ref.: HR/OFFER/2018/2910

8 May 2018

To

Mr Nishant Shivaji Patil

A/P Sajani Tal:Hatkanagle,
Kolhapur, Maharashtra, 416116

Dear Mr Patil,

Congratulations on your Offer! We welcome you to Serum Institute of India Ltd. and wish you a long and meaningful career with us.

1. **COMPENSATION & BENEFITS:** The detailed breakup of your Compensation and Other company benefits applicable to your grade is enclosed.
2. **DESIGNATION & GRADE:** You will be designated as **Trainee**.
3. **LOCATION & DATE OF JOINING:** Your initial place of posting will be at **Hadapsar, Pune**. You will be required to join on **17th May 2018**. If you do not join your duty on the said date, this Offer Letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
4. **MEDICALLY FIT:** Your employment will be subject to your being declared medically fit.
5. **EDUCATIONAL QUALIFICATION:** Your offer is provisional & subject to your clearance of the final year/semester degree/diploma without any backlog.
6. **TRAINEE PERIOD:** You will be the trainee for a period of One Year from the date of your appointment. If in the opinion of the Company you are found suitable for the post in which you are appointed, you will be considered in the Regular Employment.
7. **PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining. Please sign the duplicate copy of offer letter and return to us as a token of your acceptance of the offer.

At the time of joining you are requested to bring along with you following documents with originals and two Attested copies:

- Certificate of Qualifications, Date of Birth, Experience Certificate.
- Relieving Letter from the current employer
- Six Passport size colour photographs
- PAN card copy
- Original Permanent Address Proof for Bank Account Purpose

We once again welcome you to Serum Institute of India Ltd. and wish you a long fulfilling career with us.

Yours truly,

For **SERUM INSTITUTE OF INDIA LIMITED.**


MAHENDRA INGE
DEPUTY DIRECTOR - HR

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Annexure 1

Name : Mr Nishant Shivaji Patil
Designation : Trainee
Salary Details : (Offered)

Particulars	Amount [p m]
Basic	5000.00
Variable D.A. (Approx)	9000.00
Transport Allowance	1600.00
House Rent Allowance	1970.00
Performance Allowance	700.00
Total (A)	18270.00
P F (Employer's Contribution)	1680.00
ESIC (Employer's Contribution)	868.00
Total (B)	2548.00
Total Per Month (A + B)	20818.00
Total Per Annum (C.T.C)	249816.00

*Go
Patil*

Mahendra Inge
MAHENDRA INGE
DEPUTY DIRECTOR - HR