



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

February 01, 2022

Biswajit Nanda
Purba
Medinipur
West Bengal-700101

Dear Biswajit Nanda,

Sub: Offer and Appointment Letter

With 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 "Scientific Business Officer" in THF Division based at Kolkata.

2. Remuneration:

Detailed compensation structure as Total Cost to Company (TCC) Rs.205757/- 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
- All Previous Employment Service Certificates/ Relieving Letters
- Relieving Letter /Service Certificate of your Current Employer
- Latest three months' pay slips of Current Employment
- Last Six Months Bank Statement of Current Employment
- Aadhar Card of self and dependent family members
- PAN Card
- Passport / Driving License
- A cancelled cheque leaf of active bank account
- Previous Employment EPF (UAN) / ESI details if any
- Previous Employment Provisional Form-16, if applicable, for Income Tax Calculation Purpose