

IDS/HRO/Offer/2021

October 18, 2021

Letter of Intent

Ms. Kironmoyee Dihingia

C/O Bidya Dihingia, 521, Jagun Lachit Nagar,
Near Central Namghar, Jagun, Tinsukia, Assam, 786188.

Thanks for interviewing with us, we believe your skills, knowledge and experience are great fit for our organization and our association will be mutually beneficial for the ambitious goals we have set for ourselves.

Consequent to our various meetings, we are pleased to offer you full-time position of **Senior Research Associate – Food Technology** at **IDS Infotech Ltd**, located at C-138, Phase 8, Industrial area, Mohali, India. Your start date will be on **November 01, 2021** contingent upon reference check and completion of formal documentation.

In this role, you will be required to work closely with the client as per their expectations.

Within a week of you receiving this letter and no later than **October 25, 2021** you are requested to send us scanned copies of the original certificates of your educational and professional achievements, last salary slip, proof of age, Aadhar card, Pan Card, five recent passport size photographs and acceptance of your resignation letter.

Please note if we do not receive the formal resignation acceptance within the stipulated time mentioned in the foregoing our intent becomes invalid and withdrawn unless and until an acknowledgment is sent to you regarding extension of this stipulation.

During this time, we also request you to send us your acceptance of our offer by signing and returning a copy of this letter.

Please note that relocation and notice period buyout reimbursement, if any, would be recoverable in the event of cessation of employment in less than one year from the date of joining. Relocation expenses would be payable as per relocation policy guidelines.

A formal appointment letter will be issued to you upon your joining, after satisfactory completion of documentation and reference check.

Congratulations & Welcome Aboard!

Thanking you,
Yours faithfully,
For IDS Infotech Ltd.



Sandeep Kumar Thakur
Talent Acquisition Manager



IDS INFOTECH LIMITED
PLOT NO. I-8, RAJIV GANDHI TECHNOLOGY PARK, CHANDIGARH
Salary Slip for the month of Feb/2022

Emp Code	28308	Employee Name	KIRANMOYEE DIHINGIA
PF. No.		ESI No.	
Pay Days	28	DOJ	01/11/2021
Designation	SR. RESEARCH ASSOCIATE-FOOD	Department	MSDS
Location	Mohali - Phase 8	A/c No	634301569274
PAN	CVHPD1059C	Mode of Pay	ICICI Bank Ltd
DOB	01/12/1991	UAN	101356288341
LWP	0	DOB	01/12/1991
Division	EHS	Grade	DE4
Employee-class	REGULAR		

Earnings	Amount	Deductions	Amount
BASIC	19,500.00	PF	2,340.00
HRA	17,800.00	PT	200.00
CCA	2,925.00		
TRANSPORT	1,600.00		
SPECIAL AL	22,027.00		
Total	63,852.00	Total	2,540.00
Net Pay	61,312.00		
In Words	Rupees Sixty One Thousand Three Hundred Twelve Only		