



9th January, 2018

**Ms. Manasi Pandya,
Techno India NJR Institute of Technology, Udaipur**

Offer Letter

Dear Manasi,

We are pleased to welcome you on board with us for 6 months as "**Project Trainee**" with **NINtec Business Consulting LLP** a part of **Gateway Group of Companies**.

Specific terms & conditions of our offer are mentioned below -

The offer will be effective on or before your date of joining i.e. **16th January, 2018**. If you do not confirm your acceptance within 3 days, this offer will stand withdrawn.

Kindly confirm your acceptance by either signing on the copy of this letter or responding via Email.

On your date of joining, you are requested to report to below address at 10:00 a.m. Please note that you are expected to be on time to complete the joining formalities as per the schedule. Late arrival may result in rescheduling of your joining.

B/81, Corporate House, Opp. Pakwan II, Judges Bungalow Cross Road, Bodakdev, Ahmedabad.

You are required to submit the following documents at the time of joining:

- 1) 4 passport size photos
- 2) Copy of all academic mark sheets & certificates (from 10th Std. to last degree)
- 3) 2 Copies of the Aadhar Card and Pan Card
- 4) Electricity Bill / Mobile Bill / Telephone Bill (Recent bill not more than 2 months old)

Please note that all the documents listed above are mandatory to complete your joining.

NINtec Business Consulting LLP

Registered Office: IT/ITES SEZ - M/s. Aqualine Properties Pvt. Ltd., Unit No. - 305,
3rd Floor, Building No. 1-A, Village Koba, Dist. Gandhinagar.