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CIN U74899DL1987PTC028384

Anshuman Singh  
Delhi

Date 06/09/2016

Dear Anshuman Singh

Subject: **OFFER LETTER**

This has reference to your application and subsequent interview with us. We are pleased to offer you an opportunity of **Service Coordinator - Contribution/Execution at BAND E1** with the initial posting at **Gurgaon**. The terms and conditions have already been discussed during the interview.

You are requested to report at 8.30 AM on or **before 08 September 2016**, The Formal Appointment Letter shall be given to you on joining. The address of the same is as under:

**Venue:**  
**TEAM COMPUTERS PVT.LTD.**  
A Square Plot No. 278,  
Udyog Vihar 2,  
Gurgaon - 122001

The Formal Appointment Letter shall be given to you on joining.

1. At the time of joining, please bring with you.
2. Five copies of your latest Passport size.
3. Your certificates, testimonials etc. (in original with one photocopy) in support of your qualifications and experience.
4. Relieving Letter from Last Employers.
5. Last salary certificate, if applicable.
6. Name and Contact Number of the last two employers, if applicable.
7. Residence & Identity proof required in Bank account opening process as per RBI guidelines.

This is computer generated offer letter and does not require signature.

Baddi	Chennai	Hyderabad	Kolkata	Patna
Bangalore	Delhi/ NCR	Jaipur	Ludhiana	Pune
Bhubaneswar	Dehradun	Jamshedpur	Mumbai	Raipur

