



REGAL MEP CONSULTANTS

QUALITY ASSURED

Corporate Office: Meghnath CHS, Plot-31, FLAT-102, Sec-15 , Koparkahirane Navi Mumbai – 400709.

To,
Mr. Saif Rajpurkar

Navi Mumbai.

1st Feb 2022

Subject: Offer of Employment

Dear Saif,

With reference to your application and subsequent interview discussions you had with us, we are pleased to extend you an offer to join our organization as “**Design Engineer – MEP (Retails)**”. Your place of initial posting shall be at Navi Mumbai. You shall be reporting to the **Head of the Company**.

Your total compensation is provided in Annexure A. You will be on a probation period of 6 (six) months from the date of joining. Upon successful completion of 6 (six) months, your performance shall be reviewed, and your employment shall be confirmed with REGAL post satisfactory review.

The policies and terms of services as applicable to you will be made available to you on your joining and any alterations or variations therein will be intimated to you from time to time, and you will be bound by the same.

You are requested to carry the following documents at the time of joining:

1. Certified photocopies of Educational Certificates
2. Proof of Date of Birth
3. Copy of PAN card / Permanent & Current addresses
4. Salary slips of last 6 months
5. Employment Relieving Letter from Previous Employer
6. Four photographs (4 passport size)

You are required to join on or before **15th Feb 2022**. This offer stands invalid / withdrawn in the event of your inability of joining us on or before the indicated joining date and/or you are being found unfit for employment post- employment medical check-up and/or on account of adverse reference/employment verification check.

This letter is being issued to you in duplicate. You are requested to return one copy of this letter duly signed by you towards the acceptance of our offer on or before your joining date.

Yours sincerely

For **REGAL MEP CONSULTANTS**

Rushiraj Jadhav