



**IndiaMART InterMESH Ltd.**  
Assotech Business Cresterra, Plot No.22,  
Tower 2, Floor No.6, Sector - 135, Noida, UP  
Call Us: +91 - 9696969696  
E: [customercare@indiamart.com](mailto:customercare@indiamart.com)  
Website: [www.indiamart.com](http://www.indiamart.com)

## **Letter of Intent- Final Placement**

**December 21, 2023**

Dear Deepak Petwal,

We are pleased to make an offer to you with IndiaMART InterMESH Ltd.as follows:

**Position-Executive-Client Servicing (TeleSales)**

**CTC-3,00,000/-LPA**

**Location-Noida-135**

An offer letter will be issued to you post successful completion of your documentation.

In order to facilitate the above, you are required to submit the documents listed In the Annexure.

Kindly sign and return a copy of this letter as a token of your acceptance.

Yours Sincerely

Prerna Haleja

AVP-Human Resources

  
Training & Placement Cell  
Swami Rama Himalayan University  
Dehradun (Uttarakhand)



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**Documents required for issuing the offer letter**

We request you to send the below listed documents at [dalal.nisha@indiamart.com](mailto:dalal.nisha@indiamart.com) as they are mandatory for our records and are necessary for the completion of joining formalities so that we can issue the offer letter to you.

1. PAN Card (*Please Apply if Don't Possess one and share acknowledgement with us*)
2. Aadhar Card (*Please apply if you do not possess one and share acknowledgement with us*)
3. Valid Driving License and 2-Wheeler RC
4. 10<sup>th</sup> Marksheet
5. 12<sup>th</sup> Marksheet
6. All semester wise marksheet for Graduation (*in case of any backlog, please share all marksheets*)
7. All semester wise mark sheet for Post-Graduation
8. No Objection Certificate from College/ Institute for Provisional Degree
9. Laptop Declaration Form


Note: LOI have been shared to you basis of information shared by you at the time of interview, however if any discrepancy found during the document check/joining offer stand void

Should you have any queries, please feel free to contact Ms. Nisha Dalal @7404570907.

I accept the terms conditions of this offer

(Candidate's Signature)

Name and Date

  
Training & Placement Cell  
Swami Rama Himalayan University  
Dehradun (Uttarakhand)