

May 29th, 2024

To,

Vidushi Agarwal

Sub: Offer Letter

Dear Vidushi,

Subsequent to the discussion you had with us, we are pleased to make you an offer of Appointment as "Trainee" -Level "TRNE". You will be on training period of 6 months followed by probation period of 6 months. Your confirmation post training will be based on the performance during the training period.

You will be entitled to an annual CTC of Rs. 3,50,000/- (Rupees Three Lakhs Fifty Thousand only), the break-up of which is annexed herewith. This is only an offer letter and not appointment order. The offer is only valid until **May 31st, 2024**.

A detailed appointment letter outlining the terms and conditions of service will be issued to you on joining. We would like you to join us by **July 15th, 2024**.

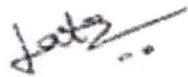
Please provide the following at the time of joining:

- Photocopies of education certificates
- PAN card photocopy
- Relieving letter of the previous employer (if any)
- Aadhar card photocopy
- Three passport size photographs

Kindly send a sign copy of this letter as a measure of your acceptance. Looking forward to a long and fruitful association with us.

Yours Sincerely,

For Enzene Biosciences Limited



Lata Kumar

AVP and Head HR



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

A Subsidiary of ALKEM LABORATORIES LIMITED

Registered Address: Plot No. 165/1/26, T. Block, Bhosari MIDC, Pune 411 026, Maharashtra, India.

+91 20 6718 4200

info@enzene.com

CIN: U24232PN2006PLC165610

www.enzene.com

ANNEXURE – CTC

| Components | Monthly | Annually |
|----------------------------|---------------|-----------------|
| Basic | 14,583 | 1,75,000 |
| House Rent Allowance (HRA) | 7,292 | 87,500 |
| Education Allowance (EA) | 200 | 2,400 |
| Special Allowance (SA) | 3,240 | 38,883 |
| Gross Salary | 25,315 | 3,03,783 |
| Components | Monthly | Annually |
| Bonus | 1,400 | 16800 |
| Retiral Benefits | Monthly | Annually |
| Provident Fund (PF) | 1750 | 21,000 |
| Gratuity | 701 | 8,418 |
| TOTAL | 25,315 | 3,50,000 |

#Company contribution as per EPF and FPF Act.

##Payable as per the Payment of Gratuity Act.

^Bonus is paid annually.

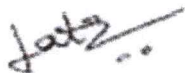
Note: All the above payments are subjected to Income Tax Act, as applicable.

In addition to the above, you will be covered under the following schemes as per the company policies:

Mediclaim / Hospitalization Coverage: The policy covers self, spouse, and two children subject to overall limit of Rs. 2 Lacs per annum.


Accident Assurance Benefit in case of disablement up to Rs. 4.0 Lacs and in case of Death benefit to Rs. 11.0 Lacs.

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