



L&T Construction
Power Transmission & Distribution

Ref: **LE131001/EHV-CABLE/E/0050**

Date: **April 20, 2015**

To,
APL INDIA PACKERS & MOVERS
3/46, Gupta Apartment,
M.S Mukherjee Road, Kolkata - 700 116

Dear Sir,

Sub.: Letter of Award for Packing, Loading, Shifting, and Unloading of House hold material from Joka, Kolkata to Burdwan and Durgapur

Ref.: Your offer email dated 08-04-2015

With reference to above offer and subsequent discussions had with you, we are pleased to place order for Packing, Loading, Shifting, Unloading of House hold material from Joka, Kolkata to Burdwan and Durgapur as per following terms & conditions:

01. The materials are to be packed in good packing material so that no damages / scratches will be noticed.
02. Loose material like utensils, books etc. are to be packed in separate cartons.
03. The scope is included of dismantling the furniture items, packing and also re-assembling / arranging at new address.
04. You have to arrange all labours, supervisors, tools & tackles, materials, vehicles etc. for the above work.
05. Fragile materials are to be taken care separately.
06. The order value for Packing, Loading, Shifting, Unloading of House hold material from Joka, Kolkata to Burdwan and Durgapur will be 21,900/-.
07. Service Tax @14% will be payable as per Govt. rate.
08. During execution of the above job if more than one trip is required then M/s APL India Packers & Movers has to arrange for the same, L&T will not pay any extra.
09. Payment will be made through account payee cheque in favour of M/s APL India Packers & Movers within 15 days after completing of the above said job.
10. Payment will be made from this office only.
11. Any damages during loading, transportation & unloading will be your account.
12. Materials are to be shifted within day or two from the date of LOA.
13. The list of major items is enclosed.

Please acknowledge this LOA and convey your unconditional acceptance of the same to this office within 1(One) day from the date of issue of this LOA.

Larsen & Toubro Limited, Power Transmission & Distribution
Mount Poonamallee Road, Manapakkam, P. B. No. 979, Chennai - 600 089, INDIA
Tel: +91-44-2270 4000, 2270 5000 Fax: +91-44-2270 5482 www.Lntecc.com

Godrej Waterside, Tower 2, 11th floor, DP Block, Plot No 5, Salt Lake, Sector V, Kolkata 700 091, INDIA
Tel: +91-33-4414 1000 Fax: +91-33-4414 1000 Email: KolkataRO@Lntecc.com

House No. C-4, ADDA Plot, Geetanjali Park, City Centre, Durgapur - 713 216, ☎ 0343-2549133 Email: sgoshal@Lntecc.com
(L&T Construction - Power Transmission & Distribution is a brand of Larsen & Toubro Limited)

Registered Office:
L&T House, N. M. Marg
Ballard Estate
Mumbai 400 001, INDIA
CIN-L99999MH1946PLC004768

Date: 2nd Jan 2014

Name : Bijay Kumar Jena
Associate ID : 23720

Sub: Transfer within India

Dear Bijay,

You are transferred to Bhubaneshwar, with effect from 29th Dec 2013. Other terms and conditions of employment remain unchanged.

| | |
|--------------------|-------------------------------------|
| Permanent Transfer | Eligible for Relocation Claim : Yes |
|--------------------|-------------------------------------|

Refer to the Domestic Travel Policy for eligibility and procedure for claiming the amount.

We take this opportunity to wish you all the best.

For Tech Mahindra Limited



Joji Litto
Group Manager - Human Resource.

Note: In case of any clarifications please raise a request in The HUB.

NTPC ALSTOM

Power Services Pvt. Ltd.

Ref. No. SO-148/PK/035

Date: 19.05.2014

To whom so ever it may concern

This is to certify that the truck contains my Household goods and furniture as per Consignment Note no. 527 dated 14.05.2014 as per list being sent from New Delhi to Solapur due to my transfer from New Delhi to Solapur.

These are old & used items and are not for any commercial purpose.

For NTPC-ALSTOM Power Services Pvt. Ltd.

Pankaj Kumar
Pankaj Kumar
Site Administrator



Head Office:
1st Floor, Tower-B,
Indian Glycol Limited Building,
Sector 126, Plot no 2B, Noida - 201304, (U.P.)

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बैंक ऑफ इंडिया

Bank of India

BOI



आंतर - कार्यालयीन ज्ञापन INTER - OFFICE MEMORANDUM

Handwritten notes in the top right corner: "5/20/2014", "Shri Anand Kaushal", "reported to us today", and a signature.

| | |
|---|---|
| From: The Zonal Manager, Chennai Zone H R Department | To: The Senior Branch Manager, Villupuram Branch. |
|---|---|

Ref.No.CZO:HRD:KSR:0889

Date : June 20, 2014

Staff Officer Shri Anand Kaushal

Emp.ID:175624; Gr./Scale: MM-II

- Posting

Shri Anand Kaushal, Staff Officer has been transferred from Nokari Branch, Kolkata Zone to Chennai Zone in terms of HO :HR:TR:423 dt.24-05-2014 He has reported to us today and it has been decided by the Competent Authority to post him to your Branch.

2. We are advising him to report to you today. Kindly advise us upon reporting of the Officer

(K. Srinivasa Rao)
CHIEF MANAGER(HR)