



BOSCH

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Limited
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No.690, Bommanahalli,
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INDIA

Lindo David

2 November 2009

Microsoft Office Specialist - Training & Certification

Dear Mr. Mehra,

The Microsoft Office Specialist Program is the only Microsoft approved program in the world for certifying proficiency in Microsoft Office desktop applications.

With the globally recognized certification, the associate can prove their skills with ease and gives one the tools to achieve more, distinguish oneself, and advance in today's competitive academic and professional environments. It will also give the associate an advantage in promotion and career advancement, which means greater earning power, respect, and recognition.

As this is a globally recognized certification we will be able to showcase the team members as professionally qualified in their domain and thus gain the customer's confidence and trust.

So, as per the purchase order no. 4500030717, dated 28 Oct '09, I request you to dispatch the training material and courseware at the earliest.

Thank you & Best regards,

Lindo David

Business Services - Translation and Documentation

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