

Reference: CIL/HR/OL/649/2021-22

Date : 2-Mar-22

To,
Ms. Pragati Sahu
Jai Balaji Building, Room No.03, 1st Floor,
Near JK Star Vision, Atali, Ambivli, Kalyan,
Dist. Thane - 421102

Dear Ms. Pragati Sahu,

SUBJECT : Permanent

With reference to the interview you had with us, we are pleased to offer you employment in our organization on the following terms & conditions:

- **Designation**
You will be designated as **Junior Engineer - Planning**.
- **Date of Joining**
You would be required to join on or before **04/03/2022**
- **Remuneration:**
Your yearly gross compensation structure shall be shared on your joining which is decided and agreed mutually and is payable at the end of each month on a pro-rata basis net of applicable taxes.
- **Place of Posting:**
Your current place of work will be at **90720 Raheja Siemens, Worli**. However, your services are transferable to any other place of work or project construction site of our Company in India or overseas. Further, your job may require travel to various other locations for Company's business, which you need to undertake.
- This offer letter is valid only subject to submission of all copies of documents as informed by HR along with Bank Account details and Reliving Letter from last organization.

However, all original documents should be brought for verification purpose on joining.

Please sign the duplicate of this Offer of Employment Letter and submit to Human Resource Department as a token of your acceptance.

We look forward to have long term association of mutual benefit.

Thanking you,

For **CAPACIT'E INFRAPROJECTS LTD.**



AVINASH BHAMBRA
ASSISTANT VICE PRESIDENT - HUMAN RESOURCE

September 28, 2021
Re: MIND/HR/2021/Oncampus/13

Mr. Abhijeet Mohanty
C/o Centurion University

Subject: Letter of Intent

Dear Mr. Mohanty

This has reference to your application and subsequent interview you had with us.

We would like to congratulate you on your qualifying and meeting the required level during the selection process. Accordingly, we are pleased to inform you that we have considered your candidature for employment in our Organization as **Engineer Trainee**.

You shall undergo a training for a period of one year (12 months) with effect from the date of joining **viz. October 07, 2021 – October 06, 2022**. During your training period, you shall be considered for compensation structure /package of **Rs. 3.5 Lakhs per annum**.

You will be issued formal letter of appointment on your joining duties. You are advised to report for duty on or before **October 07, 2021** at 09:00 hrs at our office at C – 26, Sector 62, Noida.

Please note that this offer of employment is subject to reference check(s) with your College employers / associates and your being found medically fit by the Doctor of Kailash Hospital, Noida, on your joining duties.

You are advised to report at Kailash Hospital & Research Centre Ltd., H-33, Sector-27, Noida-201301, **by October 04, 2021** by 09:00 Hrs with empty stomach for medical checkup. We are attaching herewith a sealed envelope, which needs to be handed over at the Reception of Kailash Hospital.

At the time of joining, you will be required to submit the following documents. Please bring all original certificates for verification by us.

1. Photocopy of your date of birth certificate.
2. Photocopies of your educational qualification certificate(s).
3. Photocopy of your passport.
4. Photocopy of Aadhaar card and Pan card.
5. Four recent passport size photographs.
6. Two professional reference letters (other than relatives).

We welcome you to **MothersonSumi INFotech & Designs Limited** and look forward to a mutually beneficial association. Please sign duplicate copy of this letter in token of your acceptance and return the same to us.

Thanking you,

Yours truly,
for **MothersonSumi INFotech & Designs Limited**



(RACHNA SRIVASTAVA)
HEAD – HUMAN RESOURCE

September 28, 2021
MIND/HR/MED-CHKUP –Oncampus/13

M/s. Kailash Hospital & Research Center Ltd.,
H-33, Sector – 27,
Noida – 201 3013.5

Kind Attn: Mr. R N Sharma
REF: KHRC/MIND/2004-05/20178, Dated August 10, 2004

Dear Sir,

This is to inform you that **Mr. Abhijeet Mohanty** has been selected in our organization. As per the selection process, He/She needs to undergo pre – employment health checkup. He/She has been advised to report at the reception counter on **October 04, 2021** in your hospital at 0900 Hrs.

Please arrange pre-employment health check-up of **Mr. Abhijeet Mohanty** as per the tests mutually agreed upon between us.

Medical report of the individual may be forwarded at the following address under sealed cover marked confidential for our reference.

Nitin Chaudhary
Senior Manager - HR
MothersonSumi Infotech & Designs Ltd
C-26, Sector-62, Noida-201309

Bill for the pre-employment health check-up administered on **Mr. Abhijeet Mohanty** may please be raised on us as per terms agreed.

Thanking you,

Yours truly,
For **MothersonSumi INFotech & Designs Ltd.**



RACHNA SRIVASTAVA
HEAD-HUMAN RESOURCE

Allowances & perquisites details - Mr. Abhijeet Mohanty

		Amount(Rs.) per month
Reference Salary	Base Salary	
	Basic	12000
	HRA (50%)	6000
	Conveyance Allowance	1600
	Uniform Allowance	1500
	Special Allowance	376
	Leave Travel Allowance	1000
	Medical Allowance	1250
	Project Allowance	1458
	Sub Total (A)	25184
	Reimbursements	
	Bonus/Exgratia	1000
	Sub Total (B)	1000
Retiral Benefits		
Contributory Provident Fund (as per provisions of Act)	1800	
Gratuity (Payable as per Gratuity Act)	577	
Sub Total (C)	2377	
Total Reference Salary D (A+B+C)		28561
Annual Reference Salary		342727
Take Home		23384
Other Benefits	Benefits	
	Insurance - Mediclaim/ Group / EDLI	607
	Sub Total (E)	607
CTC (D+E)		29167
Annual CTC		350005

Remarks

Subsidized Food	Rs.7973/- p.a.
Mediclaim Insurance (as per company policy)	Rs.4 lacs (4 members)- Rs.2 lac base plan and Rs.2 lac top up
Group Term Insurance	Rs.500000/-
Group Personal Accident Insurance	Rs.1050000/-
EDLI Insurance	Rs.702000/-

* In addition, you shall also be eligible for payment of one time retention bonus of Rs. 70,000, which shall be paid after 24 months of your joining us, subject to your being on rolls of the Organization.



Ref: TSITPL/OL/HR/93

Date: 22/02/2022

Mr. Kunal Kumar
S/o Shri Shrinivas Kumar Singh
Vill-Bhuna PO- Lagma Thana- Tetia Bambar
Bhunna Munger Bihar PIN-811213
E-mail: kunalsinghnext97@gmail.com
Mob.: 9123175674

Dear Mr. Kunal,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of "**Trainee Engineer-Projects**" in our organization as per the gross salary agreed during the negotiations, as mentioned in attached **Annexure-I**.

We would expect you to join as early as possible as but not later than "**March 2nd, 2022**", beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, by us in writing.

You shall report for duties at the following address for induction:

Trafiksol ITS Technologies Private Limited.
C-66, Sector-63, Noida UP

Contact: Mr. Ravi Bharti, Mob. No.+919874755100

Job Location: Noida, UP.

(Note: Job Location can be changed according to company need.)

On the date of your joining, please bring along, the following original documents:

- Educational qualification certificates.
- Relieving & Experience Certificates.
- Current Income Proof (i.e. Salary Slip/Bank Statement / Form 16).
- Proof of residence.
- Photocopy of Passport; if any (or any other suitable identification proof).
- 4 passport size Photograph of self.
- Date of Birth proof.
- Copy of PAN Card Aadhar card, Bank passbook.

The detailed appointment order will be delivered to you on your joining in the company. Please acknowledge the receipt of this offer and confirm your acceptance and joining at the above-mentioned office.

Thanking you,

For Trafiksol ITS Technologies Private Limited,


Authorized Signature



Annexure – I

Proposed Remuneration Package		
Name	Kunal Kumar	
Designation	Trainee Engineer-Projects	
Company	Trafiksol ITS Technologies Pvt. Ltd.	
Department	Projects	
Reporting Manager	Mr. Ravi Kumar Bharti	
Location	Noida	
Proposed Date of Joining	02-03-2022	
Proposed Offer	₹ 1,66,968.00	
Description	Proposed Package (Rs.)	
<u>Monthly</u>	PM	PA
Basic	₹ 11,500.00	₹ 1,38,000.00
HRA	₹ 0.00	₹ 0.00
Conveyance Facility (Max Limit)	₹ 0.00	₹ 0.00
Special Allowance	₹ 0.00	₹ 0.00
A. Total Monthly Gross	₹ 11,500.00	₹ 1,38,000.00
<u>Annual Statutory Benefits</u>		
Employer's annual cont. to PF	₹ 1,380.00	₹ 16,560.00
**Employer's annual cont. to Gratuity	₹ 554.00	₹ 6,648.00
GMC & GPA	₹ 480.00	₹ 5,760.00
B. Total Statutory Benefits	₹ 2,414.00	₹ 28,968.00
Total Fixed CTC (A+B)	₹ 13,914.00	₹ 1,66,968.00

* EPF/ESI – As per Government rules and regulations:

Note: Employee contribution to PF @12% and ESI @ 1.75% shall be borne by the employee if the salary is below 15000 otherwise will be contributing 1800

* Gratuity – Payable as per Payment of Gratuity Act.

Note: Net Pay & salary breakup is subject to change as per the changes in Laws governing the statutory compliances like PF, ESI, Income tax etc.

Fooding, Lodging, will be additional Rs.200/per day from your CTC





TRISHAKTHI
HOMES CONSULTANCY PRIVATE LTD

Ref No: HR/001/22/LR

25 Feb 2022

To,

Sub: - Offer Letter- Farm Supervisor

Mr. Venu Gopal Lal,

With reference to your application & Subsequent discussion you had with us, we are pleased to extend you the Appointment Letter for the position of "**Farm Supervisor**" at Pendukonda Near Hindupur, Anantapur Dist. M/s. Trishakti Homes Private Ltd., head office is based at Hyderabad.

The following terms & condition of service mentioned as below:

1. REMUNERATION& SPECIFIED JOINING DATE:

A) The Gross salary (CTC) offered to you is

Basic : Rs 12,000/-

Accommodation : Rs. 5,000/-

Transportation: Rs. 3,000/-

Total : Rs. 20,000/-

B) The Deductions (PF, ESI, TDS etc.) will be applicable as per company norms.

C) You should be reported to our Site office, Sree Varahi Venture, Chalakuru Village, Near Hiindupur, Ananthapuram Dist, Andhra Pradesh on or before 1st March 2022. The same is considered as the joining date.

2. PROBATION PERIOD AND CONDITIONS APPLICABLE:

i) Initially, you shall be on probation for six months, which may be extended for further 3 months or dispensed by management at its discretion. On completion of the probationary period, initial or extended, as the case may be, your services with the company would be confirmed in writing.

ii) During probation the appointment may be either party giving notice of 15 days in writing to the other party without any liability.

iii) The company reserves its rights to terminate your services for showing nonperformance on the job, misconduct, gross negligence, violation of any of the company's rules or regulations, breach of trust. In

such a case, management shall have the right to suspend you or dismiss your services with immediate notice without providing you notice pay or any other benefits.

3. PLACE OF WORK:

Your initial place of work shall be at our Varahi Site Office, Pendukonda Near Hindupur. You are also liable to be transferred to another project, post or place whether in existence or coming into existence hereafter, either at the place of posting or at any other place where the management may establish / open its branch later on.

4. NATURE OF WORK:

You are expected to work with high standard of initiative, creativity, efficiency, and economy "as a Farm Supervisor" at the Designated Location. The nature of work and responsibilities shall be assigned and explained to you by your senior and / or management from time to time.

5. LEAVE:

You shall be entitled for leave as per the Company Policy & Rules.

6. INTERNAL TRAVEL:

The norms applicable to the grade and as applicable to you are mentioned in the travel policy of the organization, which shall apply.

7. ACCEPTANCE:

If you accept the above terms and conditions of service, please sign and return the duplicate copy of the appointment letter as a token of your acceptance. Once signed this document shall have the status of employment Contract between you and **M/s. Trishakti Homes Pvt. Ltd.,**

Kindly submit the attested xerox copy of all the related certificates such as Qualification, Experience, pay slip of previous company, Aadhar card, Pan card etc. along with pasted photograph on C.V duly signed across.

We welcome you and wish you to have long and fruitful association with us for continuous professional growth.

Warm Regards,

For M/s Trishakti Homes Pvt Ltd.,

(HR Dept.)



DECLARATION & ACCEPTANCE

I Mr. Venu Gopal Lal hereby declare that I have carefully read and have understood the Terms and Conditions of this appointment letter. I agree to dutifully abide by them.

I am endorsing my signature, as a submission of my acceptance of this appointment letter.

.....

(Signature)

Date: -



Date: 22nd Feb 2022

Dear *Sohail Mirza*

Welcome to CSS. With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions as stated herein.

Upon your joining the Company, you would be designated as **Trainee - Technical Support**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

TERMS AND CONDITIONS:

1. **Gross Cost to Company:** The position includes a gross CTC of Rs. **2,50,000/-** (Rupees Two Lakh Fifty Thousand Only) per annum, before deductions, as explained further in Annexure 1.
2. **Annual Guaranteed Compensation.** Your Annual Guaranteed Compensation will be Rs. **2,26,000/-** (Rupees Two Lakh Twenty Six Thousand Only).
3. **Annual Variable Compensation.** Depending on your and company's performance, you would be entitled for an Annual Variable Compensation maximum of Rs. **24,000/-** (Rupees Twenty Four Thousand Only). The Annual Variable Compensation shall be calculated on the Gross Cost to Company for each grade of employee and at the percentage mentioned in the Employee Hand Book which you can access in company's Intranet portal 'HIVE'. On your joining the company, you undertake to go through company's intranet and get familiar with all the applicable policies and processes of the company.
4. **Other Benefits.** Upon you joining the Company, you will be positioned as Grade **JL1B** in the Company which entitles you to certain other benefits. The details are enclosed in Annexure 1.
5. **Medical Insurance:** In accordance with the Company's policy, you and your family (one spouse & maximum 2 Children) will be covered under a Medical Insurance scheme, the benefits of which are enclosed in Annexure 1.
6. **Location:** Your initial place of work will be **Chennai**. However, your services are transferable, and you may be assigned after reasonable notice to any location in India or abroad where the Company or any one of its associates or customers, conducts business. While on transfer, you will be governed by the rules, regulations and conditions of service of that location.
7. **Annual Leave:** You will be entitled to twenty-four (24) working days of leave per annum subject to prior approval by your reporting manager of the Company. On your joining, kindly refer to the Company's leave policy for further details in this regard. By agreeing to these terms and conditions, you agree to visit Company's intranet at periodic intervals and get familiarized with all the then applicable policies of the Company and any failure to do so shall not be an excuse not to comply with the same.
8. **E-mail ID & Contact Details:** You will need to communicate your personal e-mail ID, at the time of joining, such e-mail ID, so communicated by you, can be treated as the authenticated (without limiting

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com



the rights of the Company to notify / communicate to you through any other mode or e-mail IDs) e-mail address for any communication from you. You will also keep us informed in writing of any change in your residential address, civil or marital status and such other matters.

9. **Relocation:** If you are stationed outside of **Chennai**, upon you joining the Company, you will be reimbursed expenses of your relocation to **Chennai** from your current location as per the details enclosed in Annexure 1.
10. **Transport Facility:** In accordance with the Company's policy, company transport facility is available only for certain grades of employees working in US & UK time zones. If you wish to use this facility, a subsidized amount based on the distance would be deducted from your monthly salary. More details would be provided upon your joining.
11. **Medically fit:** This employment is subject to you being medically fit and the Company shall also conduct a background and reference check as per Company policy. In the event the results of such checks are unsatisfactory on any account or if any information or declaration given by you to the Company proves to be false or if you are found to have wilfully suppressed any material information, your services will be terminated immediately without prior notice. Further, you will be liable to payback all the expenses incurred by the Company as mentioned in Clause 14.
12. **Probation:** You will be on probation for a period of six (6) months from the date of you joining the services of the Company, which may be extended by the Company at its discretion, including but not limited to for reasons such as non-completion of training(s) to the reasonable satisfaction of the Company. At the end of the probation period, your services with the Company would be confirmed subject to your performance meeting the requisite standards. During the probation period, either party may terminate employment by giving 15 days notice in writing or one 15 Days of gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
13. **Termination:** Post confirmation of employment, your services may be terminated by either party by giving Thirty (30) days written notice or One (1) month gross CTC in lieu of notice. However, the Company reserves the right not to accept payment in lieu of the said notice and at its sole discretion enforce the notice period.
14. **Return of benefits:** For any reason, should you cease to be an employee of the Company within one (1) year of your joining date, you shall be liable to payback immediately all the expenses incurred by the Company including but not limited to joining bonus, notice period buy-out cost, training cost, relocation expenses, any brokerage commission / fee, certification costs etc. Without prejudice to any other rights of the Company, such liabilities shall be considered as a due from you and recoverable / deductible from any payments payable by the Company to you. However, the Company reserves the right not to accept payment in lieu of notice and at its sole discretion enforce the notice period.
15. **Unauthorized absence:** Unauthorized absence or absence without permission from duty for a continuous period of five (5) working days would make you lose your lien on employment. In such case, Company reserves its right to terminate your employment without any further notice. In addition, you will be liable to payback all the expenses incurred by the Company up to the effective date of termination.
16. **Secrecy:** During the period of your employment, you will work honestly, faithfully, diligently, and efficiently for the growth of the Company. You are expected to maintain utmost secrecy in regards to

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the affairs of the Company and shall keep confidential, any information, instruments, documents, etc., relating to the Company that may come to your professional knowledge as an employee of the Company. You will also be required to sign a Proprietary Information and Inventions agreement on joining.

17. **Activities:** During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up (whether part time or otherwise) any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company. Also, you shall not commit / involve (whether directly or indirectly) in any act or omission (whether intentional or reckless or negligent or otherwise) which prejudices the interest(s) / goodwill of the Company. You shall not publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products, services or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the explicit written permission from the Company. Any breach thereof, shall be deemed to be a violation of the Company policies and would be treated in accordance with clause 23 of the terms of this offer and policies of the Company then in force.
18. **Assets and Materials furnished by Company:** Company shall own all assets, materials / equipment it provides to you. You shall return all assets, documents, files, materials / equipment upon the earlier of the termination of your services or Company's request for return of such assets, materials, etc. You shall be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge. Non compliance to return of company's assets would entail serious action for the recovery of such asset(s), both by civil and criminal action.
19. **Non-Solicitation:** For a period of one (1) year after termination of your employment with the company, you shall refrain from soliciting for rendering your services in any capacity to any client or customers for which you have performed services as an employee of the Company during the twelve (12) months prior to your separation from the Company. During the term of your employment with the Company and for a period of twelve (12) months thereon, you shall not solicit, entice the employees, agents, any other personnel, and contractors of the Company to terminate their employment with the Company / join with any other organization / firm. For the purpose of this para, the expressions client or customers mean those with whom you have interacted or dealt with by virtue of your employment with the Company, during the term of your employment with the Company.
20. **Work Done For Hire:** All work product(s), tangible / intangible properties prepared or developed or conceived by you, during the term of your employment with the Company, shall be considered works made for hire owned exclusively by Company. You shall not have any rights (of whatsoever nature) in the intellectual property right (of any kind including but not limited to the right to be identified as author and the right of ownership etc) prepared or developed or conceived in connection with your services to Company. You agree to, both during and after the term of your employment with the Company, execute all papers, including without limitation copyright applications, patent applications, declarations, oaths, assignments of priority rights, and powers of attorney, which the Company and/or its customers may deem necessary or desirable in order to protect the rights and interests in any work products and such other deliverables. In addition, you hereby irrevocably designate and appoint the Company and/or its customers as your agent and attorney-in-fact to execute any such papers on your behalf, and to take any and all actions as the Company may deem necessary or desirable in order to protect its rights and interests in any work products or deliverables. To the extent any such work products and/or deliverables is (for any reason whatsoever) determined not to be "work made for hire," You hereby irrevocably and exclusively assign, transfer and convey to the Company and/or its customers all intellectual property rights, in and to any and all such work products and deliverables.

CSS Corp Private Limited

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21. **Governing Agreement:** If you have [executed / to execute] any agreement(s) in connection with the Company then your services shall also be governed by such applicable agreement(s). With respect to any subject matter(s) / issue(s), if any conflict arises between this Offer Letter and any such applicable agreement(s) then the respective provision(s) in such agreement(s) shall prevail over this Offer Letter.
22. **Tax:** All payments due payable to you by the Company shall be subject to deduction of all applicable taxes / levies, as per the prevailing statutory provisions.
23. **Termination for breach:** CSS Corp reserves its right to terminate your employment on grounds of breach of policy, misconduct or where your performance has been found to be unsatisfactory.
24. **Code of Conduct:** Any violation of the above mentioned or any other Company procedures and policies would attract action as per Company's disciplinary policy in force, including and up to termination of employment. In the event of termination by Company on account of breach of disciplinary policy, the Company will not be liable to payback any amount in lieu of notice. You shall conduct yourself in conformity with the code of conduct of the Company, as in force from time to time, a copy of which would be provided to you at the time of your joining and can also be viewed in Company's intranet. Further, you shall carryout the instructions in letter & spirit, given by your superiors and shall not disobey the instructions given. You would be given the required opportunity to discuss with your superiors and raise your concerns before the appropriate forums within the organization and you shall not discuss or air your views (which may cause loss to the image and reputation of the Company) in public.
25. **Retirement:** You will retire on the last day of the month in which you complete sixty (60) years of age.
26. **Personal Indebtedness:** Company shall not be responsible for any personal indebtedness or other liabilities incurred by you, during the term of your employment with the Company. You understand and accept that you shall have no authority to pledge the credit of the Company to any person or entity without necessary written authorization from the designated Official of the Company.
27. **General:** The above terms and conditions are based on Company policies and other rules currently applicable in India and are subject to amendments, regulations of the Company as shall be in force. Only those authorized by a specific power of attorney may sign legal documents, representing the Company. In all service matters, including those not specifically covered here, such as Travel, Leave, Retirement, etc., you will be governed by the rules/policies of the Company framed from time to time.

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We look forward to having you on board on between June to August'22. As a token of acceptance of this offer letter, please sign the duplicate copy attached and return to the Company or confirm your acceptance by e-mail to **campus.career@csscorp.com** before **2 business days** else, this Offer letter stands void.

The undersigned accepts the above employment offer, agrees that it contains the terms of employment with CSS, and that there are no other terms, expressed or implied. By accepting this offer of employment, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with CSS. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:

XXXXX

Date

For CSS Corp Private Limited

Welcome to CSS Corp Private Limited

A handwritten signature in black ink, appearing to read "P R Manikantan", written over a light blue horizontal line.

P R Manikantan

Senior Director, Campus and Institutional Alliances

CSS Corp Private Limited

CIN:U72900TN2000PTC115034

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1. Annexure 1 - Salary Working

Salary Working			
Designation: Trainee - Technical Support		Grade:	JL 1 B
Guaranteed Compensation	Explanatory Notes	Monthly	Annual
Basic Pay	30% of TGC	5,960	71,520
House Rent Allowance	50% of Basic Pay	2,980	35,760
Statutory Bonus	As per the Act	1,192	14,304
Special Allowance*	Balancing Component	7,131	85,566
Statutory Component			
Provident Fund (Employer Contribution)	As per the Act	1,571	18,850
Total Guaranteed Compensation (TGC)		18,833	2,26,000
Variable Component			
Variable Performance Pay**			24,000
Gross Cost to Company (CTC)			2,50,000
Insurance Benefits			
Personal Accident Disability Insurance Cover			7,50,000
Personal Accident Death Insurance Cover			15,00,000
Group Term Life Insurance Cover			15,00,000
Employee Deposit Link Insurance Cover			7,05,000
Hospitalization Insurance for self (spouse & 2 dependent children)			2,00,000
Gratuity as per prevailing rules			
Leave Encashment upon exit up to 60 days Basic			
Explanatory Notes			
Statutory Deductions like:- Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules			
Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution			
*Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.			
** All variable payments are eligible to be paid only if on rolls as on date of payment. VPP is payable on a monthly basis as per company policy.			



VICTORA TOOL ENGINEERS PVT. LTD. (Unit-VII)



qualityaustria
Succeed with Quality

MFRS. OF : SHEET METAL AUTO PARTS

Survey No. 1052-53, Harij Road, Village Sankalpur

Taluka Bechraji, Distt. Mehsana, Gujarat

CIN : U34300DL2006PTC147240

27.03.2021

VTE/HR/ 2021/62

OFFER LETTER

Mr. Md Altamash

We are pleased to offer you the position of as a **DET (Press Shop)** with our organization for Gujarat Plant. Your training period is for Three years and during training period you will get First Year Rs.11000, Second Year 13000, & Third Year 15000 (Consolidate). After completion of training period your salary structure and other terms and conditions of employment will be revised as per company norms.

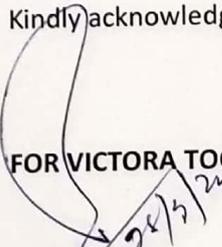
- **You are required to bring copies of the following at the time of joining:**
 - a) Latest Passport size photograph
 - b) All Educational & Qualification Certificates.
 - c) ID Proof any two.

Your Joining date is 3rd April 2021. We shall appreciate your confirmation of acceptance of the above offer.

We welcome you to Victora Family and hope it would be the beginning of a long and mutually beneficial association.

Kindly acknowledge the duplicate copy of this letter as an acceptance of this offer.

FOR VICTORA TOOL ENGINEERS PVT. LTD.


Ramlakhan Singh
Dy. Manager- HR

Regd. Office : C-124-B, GREATER KAILASH, PART - 1, NEW DELHI - 110 048
Regional Office : PLOT No. 46, SECTOR-25, FARIDABAD Ph. : 0129-4192800 (100 Lines)

APPOINTMENT LETTER

DATE 17th FEB 2021

EMPLOYEE CODE: PI/21/1039B

MR BISHAL PATRA

With Reference to your application and subsequent interview held with us, we are pleased to appoint you as **JUNIOR SOFTWARE DEVELOPER** in our organization on the following Terms & Conditions:

- 1. JOB DESCRIPTION:** Working on software development projects that the organization assigns along with database development, training of interns assigned. Also constantly ensuring to provide contribution in growth and development of business organization.
- 2. KEY RESPONSIBILITIES:**
 - Working on development of databases, Web Designing
 - Coding and Developing software and websites
 - Development of Application Software and websites using JAVA, PHP, ASP.NET, ANDROID Technologies
 - Testing the product in controlled, real situations before going live
 - Preparation of training manuals for users
 - Interacting with clients – Both of Training and Development
 - Striving to provide services to organization for business development
 - Interaction with perspective clients to get projects for the organization
- 3. JOB LOCATION:** You will be initially located at PIE INFOCOMM PVT. LTD., ALIGANJ, LUCKNOW. Your services can be transferred to any of the establishments/division on the basis of Project in Pan India as per the requirement of the organization without detriment to your status and emoluments.

ADDRESS: 1stFloorB - 12, SectorE ,Aliganj , Lucknow - 226024 .

MOBILE: 9453760339

WEBSITE: www.pieinfocomm..org

EMAIL: pieinfocomm@yahoo.com, hr.pieinfocomm@gmail.com

4. **EMOLUMENTS:** You will be entitled to salary, allowances, and perquisites as per Company's norms. You will be entitled to take a home salary of **Rs.10,000/- (Ten Thousand only) per month [in Training Period of 3 Month]**.

After Training Period, the salary would be Rs 2.8 Lakhs Per Annum [consolidated].

5. **LEAVE:** As per rules of the company in force and may be varied from time to time. Organization provides 1 day casual leave to every person in a month.

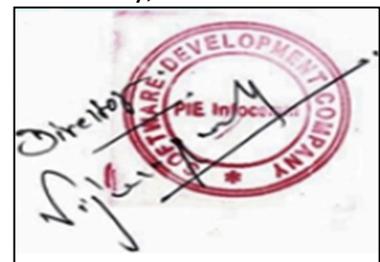
6. **WORKING HOURS:** 8 hrs. (9:00 am to 5:00 pm)

7. **DATE OF JOINING:** **19th JULY 2021**

NOTE: As per the organizational norms, the organization can anytime dismiss any employee if his/her performance is not found as expected. In such case, no one can blame/claim the respective organization (read Annexure-I).

Please sign the duplicate copy of the letter (all pages) as a token of acceptance of terms and conditions mentioned for our reference and record while reporting please bring all relevant educational documents and two copies of your latest passport size photographs for document verification.

Sincerely,



VIJAY KUMAR JAISWAL
(DIRECTOR)
PIE INFOCOMM PVT. LTD.

ADDRESS: 1st Floor B - 12, Sector E, Aliganj, Lucknow - 226024 .

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ANNEXURE - I

1. As soon as the candidate joins or Organization, they undergo rigorous Observation test of 15 initial days. Once they pass the observation test, we put them forth onto evaluate.
2. The Observation and Evaluation test, are a matter of concern to each candidate, in order to survive further in our organization.
3. The initial 3 months, candidates shall in-corporate with their mentors to complete their successful completion of training period.
4. The candidates are judged on various parameters related to work and behavior. No Candidate is liable to question organization, of their existing survival after all successful modes of observation/evaluation made eventually. The authority holds no assurance.
5. No candidate is advised to leave the Organization before prior notice to the management. Your service may be terminated by the company without assigning any reason by giving one month's notice of your intention to do so or salary in lieu of such notice
6. The company may at its discretion waive the notice and relive you earlier. In such an event, you will be paid salary only up to the last date of your employment with the company.
7. The management shall have right to recover amount equivalent to one Month salary be deducting it from the amount due to you or in any lawful manner in case you leave the services without giving one month's notice before hand in writing as stipulated here in above.

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8. Company is authorized to make any kind of changes in joining date for new joiners, which purely depends upon the situation and availability of external as well as internal factors of the organization. No candidates further are requested to question the authority.
9. If any of the employees leaves the organization without giving any prior notice of one month the company will take action against that employee. Company will not be liable to release the salary of last working month and will not provide any kind of experience certificate as well as pay check in any case.



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ANNEXURE -II

DECLARATION

I ACCEPT THE TERMS AND CONDITIONS MENTIONED IN THIS OFFER LETTER AND I PROMISE TO ABIDE BY THE NORMS MENTIONED IN ANNEXURE-I, OF THE ORGANIZATION. I SHALL STAND RESPONSIBLE FOR ANY DISCREPANCIES OF DETAILS FOUND DURING DOCUMENT VERIFICATION. IF I FOUND GUILTY, THE ORGANIZATION CAN TAKE LEGAL ACTION AGAINST ME.

SIGNATURE OF EMPLOYEE:

NAME OF EMPLOYEE:

DATE:



ADDRESS: 1stFloorB - 12, SectorE ,Aliganj , Lucknow - 226024 .

MOBILE: 9453760339

WEBSITE: www.pieinfocomm..org

EMAIL: pieinfocomm@yahoo.com, hr.pieinfocomm@gmail.com



Extramarks Education India Private Limited
D-180, Sector-63, Noida, U.P. - 201301, India
Ph. : +91-120-4175300

Date : 29-Apr-2021
Name : Eppili Bhargava
Location : Orissa,
Address : Qtr no 131-B, Retang Colony, Khurda Road, , Jatni, Orissa - 769014

Dear Eppili ,

Subject: Provisional Offer letter of employment as **Business Development Executive**.

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive ("BDE")**. You will be part of the sales team which focuses on business development and you will be equipped technologically to approach and engage with potential customers whilst working from home. The job demands your active engagement with the potential customer by calling or demonstrating company's products through Video Conferencing solutions. With a view to safeguard your own health, the company has strictly prohibited physical contact with the prospects and expects you to engage with prospects telephonically or through virtual meetings.

You will be given virtual trainings on Sales Skills and Customer Engagement techniques, technology tools and company's products which will enable you to use the tools and softwares in approaching a prospect and closing the sale. During the period of training of 15 days, you will be given a stipend of Rs.5000 (Rs Five Thousand Only). **Upon successful completion of training, you will be inducted as BDE at a yearly remuneration of Rs. 399,996 (Rupees Three Lakh Ninety Nine Thousand Nine Hundred and Ninety Six Only)**. Other than the remuneration, you will also be entitled to attractive incentives based upon your performance as per the company policies.

The company has implemented work measurement parameters for employees who are working from home which define how the time spent on work will be measured for fixed salary payout. You may enquire about these metrics and parameters before or after joining the services of the company and the same is also annexed (Annexure -1)

Your employment is liable to be terminated at any time during the training or prior to confirmation of your employment in writing, without citing any reasons. In case you decide to leave the training program at any time after your induction, you will not be paid any stipend, which will only be paid on the successful completion of training, and after your joining in the company as a BDE.

We would expect you to join as early as possible but no later than **03-May-2021**, beyond which the offer will stand withdrawn, unless a new date is mutually agreed upon and confirmed in writing.

As the first step to joining, we would require you to kindly upload the following documents.

- Copies of Educational Certificates.
- Passport size photographs.
- Address Proof.
- Identification Proof(PAN Card/Driving License/Voter ID/Passport Copy).
- PF documents (Form 11 & Form 2).
- Reference sheet form.
- Adherence to Anti Corruption Policy.

The URL for the link is: <https://careers.extramarks.com/index/filldetail/refId/Njg1NTMxODU=>

You would also need to upload a scanned copy of this letter with your acceptance. In case you need any help or have any query, do let us know.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

You agree, acknowledge and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

Registered Office : 506, Surya Kiran Building, 19 K.G. Marg, Connaught Place, New Delhi - 110 001.

Ph. : +91-011-40392333 / Fax : +91-011-23733114/ CIN : U80900DL2015FTC283323 / www.extramarks.com

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead!

Sincerely,



HR Department

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **03-May-2021**.

Accepted

Annexure - 1

Salary Payout Matrix for BDE					
Average Number of Audio Call Recordings from system (Min. 5 Minutes)		Average of VC Recordings/screenshots			
		3+	2-3	1-2	1-0
	20	100%	100%	90%	65%
	15	100%	85%	75%	55%
	10	75%	70%	60%	50%
	5	50%	40%	30%	0%
	0	0%	0%	0%	0%
If Invoiced Revenue for the month is 1 Lac+ 100% Salary is paid					
In Case Revenue Criteria is not met then Input Criteria to be applicable and Salary will be paid as % given in the grid + Leave Days					
Connected call of 5 minutes or more will only be considered from the system					
Video Conductions will only be counted with recording or screenshot					
Only working Days to be considered					
Territory Head - GM/AGM will have authority to Grant upto 30% of pay on their discretion					

Dated:18/01/2021

To,
K Ruthvik Reddy,
C/O Centurion University of Technology & Management

Sub: Offer Letter

Dear K Ruthvik Reddy,

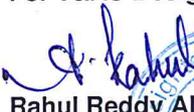
This is with reference to the Virtual Campus Interview held on **11th January 2021**, organized by **Centurion University of Technology & Management, Bhubaneswar**; we are pleased to appoint you as "**Trainee Engineer**" in our organization on the following terms & conditions.

You are required to join us latest by **1st February 2021**, beyond which this offer stands cancelled unless otherwise either party communicates the said delay beforehand.

1. The training period will be for a period of three months from the date of your joining. On completion of your training period, subject to your performance the Company may offer you permanent employment.
2. During the training period you will be paid stipend of **INR 10,000/-** (Rupees Ten Thousand Only) per month.
3. After completion of training period your detailed appointment letter will be issued with the pay scale discussed and agreed at the time of interview.
4. Your employment will be governed by the service rules of the company in force from time to time. You will abide to the rules and regulation of the company, which can be changed as deemed fit by the management.
5. The organization views compensation details to be highly confidential and the same is expected from you.
6. You are required to submit following documents to fulfill pre joining formalities on or before **1st February 2021**.
 - a. 4 Passport Size Photos
 - b. Photo copy of ID Proof and Residence Proof self (Aadhar Card, Pan Card), parents Aadhar card xerox copies.
 - c. Photo copy of academic certificates – 10th to Highest qualification
 - d. Resignation Acceptance letter of previous employment if applicable
 - e. Previous Employment proofs (Experience letter, relieving letter) if applicable
 - f. Last 3 Months pay slips and bank statement if applicable

We are very happy to have you join our growing team and look forward to a long and mutually beneficial association. If this employment offer is acceptable to you, please sign a copy of this letter and return it to us by **22nd January 2021**.

Warm Regards,
For T&AS Designtech Services Pvt. Ltd.


Rahul Reddy Alledhulla
HR Manager



I accept the above mentioned employment offer and acknowledge receiving a copy of the same.

Signature _____

Name _____

Date _____



Offer Letter

Name: Subhajit Mishra
Date: Wednesday, June 30, 2021

Dear Mr. **Subhajit Mishra**,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited (“**Company**”), on the following terms and conditions:

1. Date of Joining & Work Location: Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, July 6, 2021**. Your work location would be **Bhubaneswar / Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. Term: The term of this Agreement would be for a period of 1.5 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 12 of this Agreement.

3. Extension of Agreement: In case of a business requirement, this agreement may be extended by another 2 weeks (over above the 1.5 months) as mentioned in Clause 2. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company, in this matter shall be final.

4. Background Check: The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).

5. Offer of Permanent Position: It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

6. Department, Designation & Reporting Manager:

Department:	Business Development (51000000)
Designation:	Business Development Trainee - Sales
Reporting Manager:	Shaik Heera Jaan Basha (TNL201608051)
Role Location:	Bhubaneswar / Bangalore
Sales Circle Location:	Khorda
BDT Training Location	Byjus - Bangalore

The training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

7. Cost to the Company: Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your training period.

8. Deductions: The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

9. Expense Reimbursement: In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

10. Company Policies: You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

11. Leaves: You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

12. Absence from duty: When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

*(*In case, where this agreement is extended, as per Clause 3 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)*

13. Termination: Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

14. Confidential Information: As an employee, you may come in to possession of information confidential to the Company and agree to keep

confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

15. Intellectual Property Rights: All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

16. Indemnity: You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

17. General Provisions:

a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.

c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.

f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment.

Any modification of this letter will be effective only if it is in writing, signed by both parties.

j. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature:

This is system generated offer letter and does not require authorized signature.



TekWissen Software Pvt. Ltd.

Plot No1&2A, Survey No141,
APIIC Park, Near RTA Office, Gambheeram,
Visakhapatnam-530003
Phone No: 6301951266/1267/1268
Hr.tspl@tekwissen.com
www.tekwissen.com

Date: - 09th Dec 2019

Dear **Mounika Yelamaddi**,

This is with reference to your application and the subsequent interview you had with us. We are pleased to offer you a position of **Jr. Program Coordinator** at **TekWissen Software Pvt. Ltd, Visakhapatnam.**

Your monthly compensation, including salary, reimbursements and benefits will be **Rs. 2,40,000/- per annum** on CTC. Your salary is subject to income tax and other statutory deductions, as per the prevailing laws.

You will be on **probation for a period of 6 months** from the date of joining. A formal review of your performance will be done as per the Company's Policy for confirmation. You will be entitled to 16 days of leave per year as per the Company's Leave Policy. Which will not count in the probation periods and this leave will based on pro-rata basis.

By signing this letter of offer of employment, a copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with TekWissen Software Pvt Ltd.

You are requested to report for your duties on 09th January 2020 at 07.30 PM IST at the following address

TekWissen Software Pvt. Ltd.
Plot No 1&2A,
Survey No141,APIIC Park,
Near RTA Office,Gambheeram,Visakhapatnam-530003

We take this opportunity to welcome you to TekWissen Software Pvt. Ltd. and we are confident that you will have a rewarding career with us.

The Appointment letter would be issued at the time of your joining subject to satisfactory reference checks.

Yours truly,
For TekWissen Software Pvt. Ltd., Accepted By Name: _____

Human Resource Manager Signature: _____

TekWissen Software Pvt. Ltd.

This is Computer Generated Document and doesn't need Signature and Stamp

TekWissen Software Pvt. Ltd.

**Plot No1&2A, Survey No141,
APIIC Park, Near RTA Office, Gambheeram,
Visakhapatnam-530003
Phone No: 6301951266/1267/1268
Hr.tspl@tekwissen.com
www.tekwissen.com**

Joining Formalities

To ensure a hassle-free joining at TekWissen Software Pvt. Ltd, you are requested to complete the following activities / bring the following documents: You should have completed the first phase of Employment Skills Registry (ESR) registration.

- Completed Background Check (BGC) forms.
- Completed Medical fitness certificate.

Original and at least one attested (by a gazetted officer) copy of documents listed in the following.

Documents Checklist

Proof of Qualification

- ✓ Mark statements from Class-X onwards.
- ✓ Mark statements for all semesters
- ✓ Consolidated Degree mark statement.
- ✓ Degree Certificate (If Degree Certificate is not available, Provisional Certificate / Course Completion Certificate.

Proof of Address and Identity

- ✓ One of these: Passport, copy of Electricity Bill, Aadhar Card Copy (Mandatory)
- ✓ PAN Card 2 copies (Mandatory)
- ✓ One of these: Valid Passport, Driving license, Voters ID card (Self Attested).
- ✓ 3 passport size photographs with white background.

Other Documents

- ✓ TekWissen Software Pvt Ltd. Offer Letter and Joining letter
- ✓ Documents to be submitted for Background Check (BGC)

1. Previous company Offer letter/ Relieving letter.
2. 3 Months pay slips with bank statements.
3. References: 2 reference from your previous company with their official email ID's

Name	Designation	Contact No.	Email ID

Kindly send us the duplicate copy duly signed by you, as a token of acceptance of our offer.

TekWissen Software Pvt. Ltd.

This is Computer Generated Document and doesn't need Signature and Stamp

Date: Sept 13, 2019

Mr. Shubrat Saha,

Centurion University of Technology, B.Tech.(Computer Science),

Odisha -761 211

CONFIDENTIAL

Dear Shubrat,

With reference to our discussion, we are pleased to make an internship offer to you to as Intern-Software Engineer” with Abyeti Technologies. The terms and conditions of the offer are set out herein.

Tenure:

The tenure of this internship is approximately 5 months Starting from on or before 02-Jan-2020 to 31-May-2020.

Post the completion of the internship, our company intends to convert your internship into permanent employment. However, your conversion to permanent employment is subject to the discretion of the management which will largely be based on your performance.

Assignments:

You will be directed by your assigned mentor/team lead regarding your assignments from time to time.

Work Timings and Working Hours:

You will be executing the company’s assignments from our office in Bangalore. You will work 5 days/week (Mon-Fri) wherein daily contributions shouldn’t be less than 8 hours. The general office timings will be 10 a.m. to 7 p.m. You will be allowed to attend the Mid-term and End-term examinations as per the college curriculum, provided you intimate the dates sufficiently in advance and the overall duration is maximum 1 week for each exam.

Stipend:

For the said role you will be paid an allowance of Rs. 18,000. On conversion to full-time employment your pay will be revised as per the company standards based on your performance during the internship period which will range between Rs. 4,00,000 - Rs. 5,00,000 per annum.

Confidentiality:

You agree that during the tenure, you shall work honestly, faithfully, diligently and efficiently. During the internship period with the Company or at any time thereafter, you will not divulge or make known any information in any way whatsoever relating to the Company or its business or of its customer and/or any other information, secret processes of data and material, which may come to your knowledge during your service period. You will always maintain strict secrecy regarding any technical information or any other information gained or acquired or imparted to you during your internship.

Non-Competition:

You covenant and agree that, during the term with the Company and for twelve (12) months after the termination thereof, regardless of the reason for the internship termination, you will not, directly or indirectly, anywhere in the Territory, on behalf of any Competitive Business, perform the same activities.

Non-Solicitation:

You also covenant and agree that during the internship term with the Company and for twelve (12) months after the termination thereof, regardless of the reason for the internship termination, you will not, directly or indirectly, solicit or attempt to solicit any business from any of the Company's Customers, Customer Prospects, or Vendors with whom you had Material Contact during the service period with the Company. You also agree that you will not, directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce, or attempt to recruit, solicit, or induce, any employee of the Company with whom you had personal contact or supervised while performing your Job Duties, to terminate their employment relationship with the Company.

Return of Confidential Information and Company Property:

You agree to return all Confidential Information and/or Trade Secrets within three (3) calendar days following the termination of your internship for any reason. To the extent you maintain Confidential Information and/or Trade Secrets in electronic form on any computers or other electronic devices owned by you, you agree to irretrievably delete all such information and to confirm the fact of deletion in writing within three days, You also agree to return all property in your possession at the time of the termination of the internship with the Company, including but not limited to all documents, records, tapes, and other media of every kind and description relating to the Business of the Company and its Customers, Customer Prospects, and/or Vendors, and any copies, in whole or in part, if prepared by you, all of which shall remain the sole and exclusive property of the Company.

Conflict of Interest:

During the tenure of this internship with the Company, you shall not engage in any other internship, employment, either part time or full time.

Validity:

This letter of offer shall be valid until Sep 14, 2019, and you must accept it on or before the stipulated date. The Company reserves the right to withdraw the offer made to you, before your acceptance, without providing any reasons to you. Further, the Company also reserves the right to withdraw the offer made to you even after the acceptance of such offer by you, if the Company becomes aware of any material information that may have been concealed or misrepresented by you at the time the offer was made by the Company.

General:

You shall abide by the above terms and conditions based on the Company's present policies, procedures and other rules and regulations, which are subject to amendments from time to time.

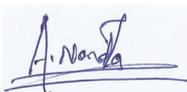
Termination:

Notwithstanding anything herein contained, the company reserves the right to withhold, terminate the internship at any time during the tenure.

Please sign the duplicate copy of the letter and return it to confirm the acceptance of this offer.

Thanking you,

Sincerely,



Anita Nanda
HR, Abyeti Technologies Pvt. Ltd.

I accept all the terms and conditions of the contract in this offer letter.

Shubrat Saha

Date:

Annexure II - Documents to be provided on day of Joining

- Certificates of educational qualifications
- Passport, Aadhar card and PAN card
- 4 recent passport size photographs in colour.



 G-24, 3rd Floor, Sector 6, Noida
Uttar Pradesh, India 201301

 0120- 24 24 24 5

 info@digiversal.in

 www.digiversal.in

LETTER OF INTENT

Dear Mr. Debasish,

Congratulations!!! We all have really enjoyed speaking with you over the course of the last few discussions. We would like to offer you the position of "**Management Trainee– Academic Research**" at **Digiversal Consultants Pvt. Ltd., Noida**, with the compensation of **INR 2.64 LPA (2.16 LPA Fixed + 0.48 LPA Performance Bonus to be paid biannually) (subject to TDS deductions, as per GOI norms)**. You will be on training with us for initial three months, with stipend of INR 15,000/- per month. The above mentioned package is applicable, once the training period is over.

Office reporting Day: Tuesday, 7th January 2020, at 9:30 AM

Office Address: 2nd Floor, G-24, Sector 6, Noida

Contact Person- Swaja/Sanchita.

As a token of your acceptance to the offer, please ensure to revert on this email within 48 hours, failing which, this offer will be null & void.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion into national and international markets.

Kindly let me know if you have any queries or would like to discuss the offer in more detail.

Please note: Do carry your original documents along with a photocopy of each. (Mandatory document list has been attached for your reference) First day lunch meal is on us, so do not carry your Lunch.

We are thrilled to welcome you to the team!!

***Important Note:** Background verification of the information and documents provided by you will be done within 10 days of your acceptance of offer/joining (in case you join immediately). In case it has been found that any false information/documents have been provided by you, it will lead to termination of employment on immediate basis without payment of any dues for the number of days worked.*

Best Regards

Team HR

Personal & Confidential

Date : 24th January 2020

Mr. Mrutyunjaya Sahoo

Centurion University

Career Offer

Dear Mr. Sahoo,

We take pleasure in inviting you to join ILLUMINATI GROUP as Executive Trainee.

1. This appointment will be effective on or before **Feb 5th, 2020**, subject to terms and conditions detailed below. A formal induction will be imparted to help you understand your work profile, details of which will be shared subsequently.
2. You shall be on a training period of 3 months from date of your joining the services. The management reserves the right to extend this probationary period, if it so desires. Illuminati Group reserves the right to terminate your services during the probationary period without assigning you any reason or giving you any notice.
3. The details of your remuneration during the 3-month training period are
 - a. Consultancy Fees : Rs. 15000 Per Month
 - b. Meals Reimbursement : Rs 4500 Per Month
 - c. Conveyance Reimbursement : Rs 3000 Per Month
 - d. Mobile Reimbursement : Rs 1500 Per Month
 - e. Stationary : Rs 1000 Per Month
4. On successful completion of your probation period, if the performance reports are satisfactory, you will be confirmed as Assistant Manager and would be eligible for a revised pay structure which will be intimated to you in writing. Terms and conditions of employment will be communicated thereof.
5. You are required to deposit to a sum of Rs. 10,000 (Rupees Ten Thousand) as security deposit. The same will be refunded back at the end of successful completion of your three month's probation period with an annual interest of 10%. In the unlikely event of candidate discontinuing the services before completion of three months, the deposit will be forfeited.
6. The relationship between the company and you being employer-employee is entirely governed by this appointment letter/contract and no statute or awards or any other instruments shall govern the same.
7. You shall hold yourself in readiness for any training at any place or places whenever required.
8. You shall not lend or borrow money within the company.
9. If you are required to contribute any works, inputs in addition to work assigned to you shall not be paid extra for the same.
10. Except on holidays as notified from time to time by the company, you shall attend to work regularly and devote to your duties the whole of your time and attention.

11. Your assignment will be attendance-based subject to minimum achievement of defined parameters for considering the attendance. The same will be communicated to you by your reporting manager. You will be reporting to **Mr Subhank Rajguru, Vice President Sales** in the **Fund Collection** activity for the managed trust of the company “**CITIZENS WING FOR MARTYRED ARMED FORCES FAMILIES TRUST**”.
12. Since the profile will involve cash handling and maintaining proper receipt books accountability, it is hereby understood that you will work with complete honesty, integrity and selflessness to complete the assignment.
13. Clauses of Termination
 - a. In the event you are found guilty of wilful subordination, disobedience, illegal strike, negligence of work, theft, fraud, dishonesty, damage to goods and properties, illegal gratification, taking/giving of bribes, drunkenness, indecent behaviour, intoxication, indiscipline, gambling, eve teasing, sexual harassment, unauthorised possession of lethal weapon, you may be terminated immediately and will not await process of jurisprudence.
 - b. During the probation period either party may terminate the services without assigning any reason giving 1 week notice.
14. We work in a 6 day a week work schedule. You will be entitled to 2 days of paid leave every month over and above the list of national and optional holidays.

We welcome you to our organisation and look forward to a long and fruitful association with you and hope you will find your employment with us a rewarding experience.

Yours Sincerely.



For,

ILLUMINATI GROUP

Pankaj Deogra

Group – HR | Dubai

ACCEPTANCE

I have gone through the aforesaid letter with clause of appointment and have fully understood the contents and intend of the above said documents and all terms and conditions given in it are fully satisfactory and acceptable to me, and they are binding on me.

I accept the terms and conditions of employment hereinbefore provided by signing and returning the duplicate copy of this letter.

Signed and Accepted

Personal & Confidential

Date : 24th January 2020

Mr. Victor Pradhan

Centurion University

Career Offer

Dear Mr. Pradhan,

We take pleasure in inviting you to join ILLUMINATI GROUP as Executive Trainee.

1. This appointment will be effective on or before **Feb 5th, 2020**, subject to terms and conditions detailed below. A formal induction will be imparted to help you understand your work profile, details of which will be shared subsequently.
2. You shall be on a training period of 3 months from date of your joining the services. The management reserves the right to extend this probationary period, if it so desires. Illuminati Group reserves the right to terminate your services during the probationary period without assigning you any reason or giving you any notice.
3. The details of your remuneration during the 3-month training period are
 - a. Consultancy Fees : Rs. 15000 Per Month
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 - c. Conveyance Reimbursement : Rs 3000 Per Month
 - d. Mobile Reimbursement : Rs 1500 Per Month
 - e. Stationary : Rs 1000 Per Month
4. On successful completion of your probation period, if the performance reports are satisfactory, you will be confirmed as Assistant Manager and would be eligible for a revised pay structure which will be intimated to you in writing. Terms and conditions of employment will be communicated thereof.
5. You are required to deposit to a sum of Rs. 10,000 (Rupees Ten Thousand) as security deposit. The same will be refunded back at the end of successful completion of your three month's probation period with an annual interest of 10%. In the unlikely event of candidate discontinuing the services before completion of three months, the deposit will be forfeited.
6. The relationship between the company and you being employer-employee is entirely governed by this appointment letter/contract and no statute or awards or any other instruments shall govern the same.
7. You shall hold yourself in readiness for any training at any place or places whenever required.
8. You shall not lend or borrow money within the company.
9. If you are required to contribute any works, inputs in addition to work assigned to you shall not be paid extra for the same.
10. Except on holidays as notified from time to time by the company, you shall attend to work regularly and devote to your duties the whole of your time and attention.

11. Your assignment will be attendance-based subject to minimum achievement of defined parameters for considering the attendance. The same will be communicated to you by your reporting manager. You will be reporting to **Mr Subhank Rajguru, Vice President Sales** in the **Fund Collection** activity for the managed trust of the company “**CITIZENS WING FOR MARTYRED ARMED FORCES FAMILIES TRUST**”.
12. Since the profile will involve cash handling and maintaining proper receipt books accountability, it is hereby understood that you will work with complete honesty, integrity and selflessness to complete the assignment.
13. Clauses of Termination
 - a. In the event you are found guilty of wilful subordination, disobedience, illegal strike, negligence of work, theft, fraud, dishonesty, damage to goods and properties, illegal gratification, taking/giving of bribes, drunkenness, indecent behaviour, intoxication, indiscipline, gambling, eve teasing, sexual harassment, unauthorised possession of lethal weapon, you may be terminated immediately and will not await process of jurisprudence.
 - b. During the probation period either party may terminate the services without assigning any reason giving 1 week notice.
14. We work in a 6 day a week work schedule. You will be entitled to 2 days of paid leave every month over and above the list of national and optional holidays.

We welcome you to our organisation and look forward to a long and fruitful association with you and hope you will find your employment with us a rewarding experience.

Yours Sincerely.



For,

ILLUMINATI GROUP

Pankaj Deogra

Group – HR | Dubai

ACCEPTANCE

I have gone through the aforesaid letter with clause of appointment and have fully understood the contents and intend of the above said documents and all terms and conditions given in it are fully satisfactory and acceptable to me, and they are binding on me.

I accept the terms and conditions of employment hereinbefore provided by signing and returning the duplicate copy of this letter.

Signed and Accepted



I accept the terms & conditions mentioned in this letter

Candidate's Signature & Date

**CapitalAim Financial Advisory Pvt. Ltd.,
Investment Advisory Services**

801, Airen Heights, Scheme -54, Vijay Nagar, Indore - 452 010 | MP | India

www.capitalaim.com



Offer Letter

Issuance Date: 20/09/2018

Dear Anil Kumar Mandal,

Congratulations! We are pleased to confirm you that you have been selected to work for **CapitalAim Financial Advisory Pvt Ltd.** We are delighted to make you the following job offer:

Designation : Executive Trainee

Date of Joining : 26/12/2018

Job Location : CapitalAim Financial Advisory Pvt Ltd, 1st Floor, 101, Airen Hieghts, Opp. C21 Mall, Vijay Nagar, Indore (M.P.)

You will be required to sign an employment agreement of **6 Months** with CapitalAim which will be issued to you at the time of your joining, a detailed appointment letter thereafter will be provided to you.

You are required to submit scanned copy of following documents prior to issuing your offer letter, the hard copy of the documents are to be submitted at the time of joining.

- Copy of ID Poof.
- Copy of Address Proof.
- Copy of 10th, 12th, Graduation and Post Graduation Marksheets.
- 4 passport size photographs.

Please sign the enclosed copy of this letter and return it to us along with scanned copy of the documents within 3 day of its issuance date to indicate your acceptance of this offer. In case of no acceptance received within 3 days, the letter of intent made will be cancelled.

We are confident that you will be able to make a significant contribution to the success of our Company and look forward to working with you.

For **CapitalAim Financial Advisory Pvt. Ltd.**

Yours Sincerely,

Authorized Signatory



I accept the terms & conditions mentioned in this letter

Candidate's Signature & Date

Date: 30 Nov 2018

LETTER OF INTENT

Dear Mukesh Mohanty,

This is in reference to **Campus Recruitment Drive** held by **Collabera Services Pvt. Ltd** on **26/11/2018** at **Centurion University Of Technology And Management, Bhubaneswar, Odisha**, and subsequent interview you had with us for the position of **Technical Recruiter** in our organization to be based at Collabera Services Pvt Ltd. Baroda Office.

We are pleased to confirm that you have been shortlisted for the above position on terms and conditions mutually discussed and agreed upon. Your salary structure and allowances will be given with your Offer Letter as mutually agreed. On joining you will be required to furnish:

- Accepted Offer Letter Copy
- Educational Mark Sheet Copies
- Educational Degree Copies
- Seven (7) Passport Size Photographs
- Pan Card Copy
- ID Proof (Driving license/ Voter ID/ Ration Card/ Passport/ Aadhar Card)
- Updated Resume

You shall join the services of the Company as per the joining date given in your offer letter. You will be under probation for 6 months from your date of joining. We shall appreciate your confirmation/acknowledgement to this communication last by 12th December 2018. No response to this communication will be deemed as denial and will cause your candidature to be removed from the selection list. No further representation and/or communication will be considered thereafter.

Please reply to this email as a token of your acceptance.

For Collabera Services Pvt. Ltd.

Shalin Thacker

Associate Manager Corporate Recruitment

COLLABERA SERVICES PVT. LTD.
(CIN: U74999GJ2016PTC094533)

Regd. office: Ground Floor, Tower-B, Mayfair Corporate Park,
Kalali Road, Kalali, Vadodara - 390012, India

PRIVATE AND CONFIDENTIAL

Reference No. - 1383857088
Applicant ID - 3743258

11-Jun-2019

Ranjit Kumar Das

Dear Ranjit,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : adishree.kulkarni@icicibank.com

Telephone No. :

Yours sincerely,

Adishree Kulkarni

Reference No. - 1383857088

Applicant ID - 3743258

11-Jun-2019

Ranjit Kumar Das

Dear Ranjit,

We are pleased to make you an offer of appointment as Assistant Manager in ICICI Bank. You will be placed in Branch Banking at BHEDABAHAL_BR.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 26-Jun-2019.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

:2:

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Reference No. - 1383857088

Ranjit Kumar Das

- **Notice Period:** In case you decide to leave the Bank's services during probation period, you will be required to give forty-five days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

In case you decide to leave the Bank's services after confirmation, you will be required to give ninety days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving ninety days' notice or on payment of ninety days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.
- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
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Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
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CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Reference No. - 1383857088

Ranjit Kumar Das

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.
- **Termination of Employment:** Your services with the Bank are liable to be terminated:
 - Without assigning any reason and without giving any notice during probation period
 - At any time during your services with the Bank in the event of
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc; and
 - c) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

Reference No. - 1383857088

Ranjit Kumar Das

• **General:**

- Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
- You will be bound by the Rules and Regulations of the Bank.
- You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Anirudh Cherakuwada

Digitally signed by ANIRUDH G
CHERAKUWADA
Date: 2019.06.11 16:52:53 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Ranjit Kumar Das
Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Reference No. - 1383857088

Ranjit Kumar Das

Annexure:

Remuneration:

- Your Base Salary will be Rs. 84,000/- (Rupees Eighty Four Thousand only) per annum..
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. Bonus/variable pay (including payment deferred for subsequent payouts) would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and/or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,62,000/- (Rupees One Lakh Sixty Two Thousand only) per annum. Supplementary allowance will include – HRA, Additional HRA, Conveyance / Travel Allowance, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 12,600/- (Rupees Twelve Thousand Six Hundred only) per annum.

Reference No. - 1383857088

Ranjit Kumar Das

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/- (Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children. You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Digitally signed by ANIRUDH G
CHERAKUWADA
Date: 2019.06.11 16:52:53 +05:30
Reason: Offer Letter
Location: Mumbai

Ranjit Kumar Das
Signature of Applicant

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: <https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx>

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password" option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

- 1) Self-attested copies of educational certificates and marksheets (Xth/XIIth/ Graduation/ Post graduation)
- 2) Work Experience Document
 - a. Resignation accepted letter from current organization
 - b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
- 3) Passport size Photograph (against Red background)
- 4) Address proof (Passport/Voter id/Ration card)
- 5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
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Tel.: (91-22) 2653 1414
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Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
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Vadodara 390 007, India.

Remuneration Details

Name : Ranjit Kumar Das
Position: Assistant Manager
Group: RETAIL BANKING GROUP

	Assistant Manager	
	Monthly	Annual
Basic	7000	84,000
Supplementary Allowance *	13,500	1,62,000
Superannuation Allowance **	1050	12,600
Total	21,550	2,58,600
Retirals		
Retirals (PF, Gratuity) ***	1,423	17,076
Total CTC	22,973	2,75,676
Performance Linked Retention Pay #	2,250	27,000
Total (incl PLRP)	25,223	3,02,676

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** Company contribution towards PF is 12% and Gratuity is 8.33%

#Please note that there is no guaranteed performance bonus, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 11-Jun-2019

Digitally signed by ANIRUDH G CHERAKUWADA
Date: 2019.06.11 16:52:54 +05:30
Reason: Offer Letter
Location: Mumbai



TekWissen Software Pvt. Ltd.

9-29-22, 2nd floor,
Pioneer Sankar Shantiniketan,
Balaji Nagar, Siripuram,
Visakhapatnam- 530003
Phone No: 6301951266/1267/1268
Hr.tspl@tekwissen.com
www.tekwissen.com

Date: - 7/1/2019

Dear Pravalika,

This is with reference to your application and the subsequent interview you had with us. We are pleased to offer you a position of **Jr. Program Coordinator at TekWissen Software Pvt. Ltd, Visakhapatnam.**

Your monthly compensation, including salary, reimbursements and benefits will be Rs. **1,44,000 per annum** on CTC. Your salary is subject to income tax and other statutory deductions, as per the prevailing laws.

You will be on **probation for a period of 6 months** from the date of joining. A formal review of your performance will be done as per the Company's Policy for confirmation. You will be entitled to 16 days of leave per year as per the Company's Leave Policy. Which will not count in the probation periods and this leave will based on pro-rata basis.

By signing this letter of offer of employment, a copy of which you will return to us, you accept the general terms specified in this letter, the compensation package and employment with TekWissen Software Pvt Ltd.

We take this opportunity to welcome you to TekWissen Software Pvt. Ltd. and we are confident that you will have a rewarding career with us.

The Appointment letter would be issued at the time of your joining subject to satisfactory reference checks.

Yours truly,
For TekWissen Software Pvt. Ltd.,

Accepted By

Name: _____

Signature: _____

Human Resource Manager

TekWissen Software Pvt. Ltd.

Joining Formalities

To ensure a hassle-free joining at TekWissen Software Pvt. Ltd, you are requested to complete the following activities / bring the following documents: You should have completed the first phase of Employment Skills Registry (ESR) registration.

- Completed Background Check (BGC) forms.
- Completed Medical fitness certificate.

Original and at least one attested (by a gazetted officer) copy of documents listed in the following.

Documents Checklist

Proof of Qualification

- ✓ Mark statements from Class-X onwards.
- ✓ Mark statements for all semesters
- ✓ Consolidated Degree mark statement.
- ✓ Degree Certificate (If Degree Certificate is not available, Provisional Certificate / Course Completion Certificate).

Proof of Address

- ✓ One of these: Passport, copy of Electricity Bill, Copy of landline Telephone Bill.

Proof of Identity

- ✓ PAN Card / Colour Copy Aadhaar Card-2 copies
- ✓ One of these: Valid Passport, Driving license, Voters ID card (Self Attested).
- ✓ 6 passport size photographs with white background (Self Attested).

Other Documents

- ✓ TekWissen Software Pvt Ltd. Offer Letter and Joining letter
- ✓ Documents to be submitted for Background Check (BGC)

1. Previous company Offer letter/ Relieving letter.
2. 3 Months payslips with bank statements.



TekWissen Software Pvt. Ltd.

9-29-22, 2nd floor,
Pioneer Sankar Shantiniketan,
Balaji Nagar, Siripuram,
Visakhapatnam- 530003
Phone No: 6301951266/1267/1268
Hr.tspl@tekwissen.com
www.tekwissen.com

3. References: 2 reference from your previous company with their official email ID's

Name	Designation	Contact No.	Email ID

You are advised to report **Mr. Satish (Talent Acquisition Lead)** at the following address:

TekWissen Software Pvt. Ltd.
9-29-22, 1st floor, Pioneer Sankar
Shantiniketan, Balaji Nagar,
Siripuram,
Visakhapatnam- 530003
Phone No: 7416910884

Kindly send us the duplicate copy duly signed by you, as a token of acceptance of our offer.

TekWissen Software Pvt. Ltd.

OFFER LETTER

Date: 19/11/2018

Name: **Trilochan Das**

We are pleased to offer you the position of Assistant Sales Manager in our organization. Following are the detailed conditions of your employment.

1. Workplace Induction & Training:

Induction to the position, the workplace environment and workplace procedures and policies will be provided. Induction location will be intimated to you at the time of your joining.

Duration: 3-4 Days

2. Job Location: (will be intimated shortly)

After completion of induction & training you are required to commence work immediately at the given job location. Hence, you are required to bring along the **mandatory documents/items** at the time of Induction and Training itself.

*(*Job location mentioned is not permanent and may vary at any given period according to the market scenario.)*

*(*Refer to serial no. 6 for List of Mandatory documents/items)*

3. Probation:

You will be on probation for a period of 3 months respectively with the following fixed remuneration:

1st Month: Rs. 10,000/-

2nd Month: Rs. 15,000/-

3rd Month: Rs. 20,000/-

4. Salary:

Your Salary will be **3.60 lacs** (2.4 LPA fixed + Variable) annually, paid in accordance with the organization's payroll procedures, which will commence from the 4th Month that is after the completion of Probation period.

Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060

Ph: 020 26835443

5. Target:

The target for each month will be communicated at the time of Induction and Training.

6. List of Mandatory documents/items:

- a. Recent photographs – 2 Passport Size
- b. Aadhar Card
- c. Pan Card
- d. Laptop
- e. Smart phone- Android or iOS only.
- f. Bike (**at the job location only**)
- g. Valid Driving License copy
- h. Helmet (**at the job location only**)
- i. Vehicle registration copy
- j. PUC copy
- k. Character certificate from Training and Placement Department of your institution
*(*Note: if the mandatory items are not carried at the time of training/ job location, the employee will not be entertained)*

7. An amount of Rs. 1000/- to be paid at the time of Training as a security, which will be refunded in the third months' salary.

8. Formal appointment letter will be issued after the acceptance of this offer letter within a week of joining.

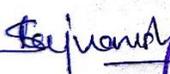
Please return the duplicate copy of this letter, duly signed on the email id that is hr@appealgroup.in in token of your acceptance.

Should you have any questions regarding this offer, please feel free to contact us.

For Appeal Qualiserve

Employee Name:

Signature:



Sangvika Rajvanshi
HR and Business Coordinator

Address:

IIIrd Floor, Citadel, Palace Orchard, Undri, Pune – 411060
Ph: 020 26835443

Date: 17 December 2017

LETTER OF INTENT

Dear ALISHA BAL,

This is in reference to **Campus Recruitment Drive** held by **Collabera Services Pvt. Ltd** on **11/11/2019** at **Centurion University of Technology & Management, Bhubaneswar, Odisha**, and subsequent interview you had with us for the position of **Technical Recruiter** in our organization to be based at Collabera Services Pvt Ltd. Baroda Office.

We are pleased to confirm that you have been shortlisted for the above position on terms and conditions mutually discussed and agreed upon. Your salary structure and allowances will be given with your Offer Letter as mutually agreed. On joining you will be required to furnish:

- Accepted Offer Letter Copy
- Educational Mark Sheet Copies
- Educational Degree Copies
- Seven (7) Passport Size Photographs
- Pan Card Copy
- ID Proof (Driving license/ Voter ID/ Ration Card/ Passport/ Aadhar Card)
- Updated Resume

You shall join the services of the Company as per the joining date given in your offer letter. You will be under probation for 6 months from your date of joining. We shall appreciate your confirmation/acknowledgement to this communication last by 1st December 2019. No response to this communication will be deemed as denial and will cause your candidature to be removed from the selection list. No further representation and/or communication will be considered thereafter.

Please reply to this email as a token of your acceptance.

For Collabera Services Pvt. Ltd.

Shalin Thacker

Associate Manager Corporate Recruitment

COLLABERA SERVICES PVT. LTD.
(CIN: U74999GJ2016PTC094533)

Regd. office: Ground Floor, Tower-B, Mayfair Corporate Park,
Kalali Road, Kalali, Vadodara - 390012, India



Ref: 3DSINDIALAB/HRD/2019-20/1943 20-Nov-17

Mr. SATYAM KUMAR
Pune

Dear Satyam ,

Subject: Employment Letter

We (“the Company”) are pleased to offer you the position **R&D Associate Engineer (100)** subject to the following:

- (1) This is only a provisional offer and is made on the basis of Company’s current business requirements. In the event of any change in Company’s business requirements, the Company, in its sole discretion, may withdraw/cancel this offer.
- (2) This offer is subject to your successful completion of **B.Tech.** program and production of the relevant final certificates in support of the same. In the event you fail to successfully complete the **B.Tech.** program this offer shall automatically stand withdrawn.
- (3) You are required to join the Company from **01-Oct-20**. If you accept this offer and fail to join the Company by the date mentioned above or any other date approved by the Company in writing, this offer shall automatically stand cancelled.
- (4) Upon joining, Company will invest considerable amount of time and money to provide extensive specialized technical, professional and other trainings and experience in certain software applications and methodologies, including trade secrets and the Company’s proprietary information to you in order to make you a productive employee. In order to protect Company’s investment in such specialized extensive training and experience, you will be required to execute an undertaking on the date of joining, a format of which is enclosed herewith as Annexure C.
- (5) This offer is being made in good faith on the basis of the information and documents provided by you during the recruitment process. The Company reserves the right to conduct background checks, directly or indirectly, to verify such information and documents. If any discrepancies are found in such information or documents or if the results of such background check are found to be unsatisfactory, as determined by the Company, in its sole discretion, the Company may withdraw/cancel this offer.
- (6) You will initially be based at the Company’s office at **Dassault Systemes Solutions Lab Private Limited (Formerly known as 3D PLM Software Solutions Pvt. Ltd.) Agra Fort Bldg, Plot No. 15/B, Rajiv Gandhi InfoTech Park, MIDC Phase 1 Hinjewadi Pune 411 057** unless communicated otherwise by the Company prior to your joining.
- (7) Upon joining, your compensation will be as described in Annexure A
- (8) Your employment will be governed by the terms and conditions detailed in Annexure B hereto.



(9) You shall keep the contents of this offer and any Annexure hereto confidential.

(10) This offer shall automatically stand withdrawn if we do not receive your acceptance within 7 (seven) calendar days from the date hereof.

Please acknowledge your acceptance of our offer by signing and returning the duplicate copy of this letter.

You are requested to report at the following address by **09:30 AM** on the date of joining mentioned above. Please ask for **Neha Borhade** to complete the joining formalities. Please bring along the documents listed in Schedule 1 to Annexure B.

Address:

**Dassault Systemes Solutions Lab Private Limited
Plot No. 4, Pune InfoTech Park, MIDC Hinjewadi
Pune - 411057
Tel: 91-20-4028 6000**

We understand that you may have queries during your joining period. We would encourage you to contact **Rajesh Poojary (on Email ID: rajesh.poojary@3ds.com/ Tel: 8380038344)**.

We welcome you into the Dassault Systemes family and look forward to your valued contribution in taking the Company to greater heights. We are sure that our working environment will be conducive to helping you grow professionally as well as personally.

With warm regards,
For **Dassault Systemes Solutions Lab Private Limited,**

Shirish Bavdekar
Head – Talent Acquisition

I have read and understood the terms of this Employment letter and all Annexure thereto. I accept this employment letter and my tentative date of joining is _____.

Name: _____ Date: _____

Signature: _____

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Tel. no.: +91 (20) 6793 6600 | Fax no.: +91 (20) 6675 0827
CIN: U72900PN2001PTC190769 | www.3ds.com



Name: Ms. Ankita Singh

Designation: R&D Associate

Engineer **CLG:** 100

Location: Pune

Compensation Components:

ANNEXURE A

A. Basic Salary	Monthly	Annually
Basic	17,023	204,280
Sub Total A	17,023	204,280
B. Allowances		
House Rent Allowance	8,512	102,140
Flexible Benefits	11,295	135,545
Statutory Bonus	3,600	43,200
Superannuation Contribution	-	-
Sub Total B	23,407	280,885
Total (A+B)	40,430	485,165
C. Variable Compensation		
Variable Pay	2,128	25,535
Sub Total C	2,128	25,535
On Target Earning -OTE (A+B+C)	42,558	510,700
D. Benefits		
PF Contribution	2,043	24,514
Gratuity (As Per Act)	819	9,826
Medical & Personal Accident Insurance	417	5,000
Sub Total D	3,278	39,339
CTC (A+B+C+D)	45,837	550,039

For Dassault Systemes Solutions Lab Private Limited,

Shirish Bavdekar
Head – Talent Acquisition

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Note:

- Annual Compensation Revision (ACR) for all eligible employees is processed in April as per company policy. Employee joining on or before 30th September in the current year is eligible for Annual Compensation Revision in the subsequent year effective 1st April, on pro-rated basis. Compensation revision will be decided on the basis of your performance and organization's decision on compensation revision.
- The above compensation structure may be changed by the Company, at its sole discretion, from time to time.
- The Basic salary component will be used for computation of your retiral benefits.

SALARY COMPONENT'S DESCRIPTION:

1. Flexible Benefits

Flexible Benefits component shows total entitlement from which employee can claim a legitimate tax-free income as far as admissible under statute.

2. Telephone Reimbursement (as per the Company's existing policy):

You can claim reimbursement of expenses incurred on telephone, mobile or internet connection against valid original bills (i.e. original bills for the period you are in employment with the Company issued in your name within the same financial year in which the claim is made). Any amount that is not supported by valid original bills, will be paid along with salary for March, subject to deduction of tax at source.

3. Lunch Allowance:

Lunch Allowance is an optional component in your salary, which if opted, will be paid in form of Sodexo Coupons on a monthly basis. If you do not opt for Sodexo, then the above indicated amount will be disbursed as Special Allowance in the monthly salary.

4. LTA (Leave Travel Assistance):

One can opt for monthly or one-time disbursement. Monthly disbursement will be subject to deduction of tax at source. Taxability of the one-time disbursement will be subject to production of valid travel proof and applicable tax laws.

5. Statutory Bonus

Statutory Bonus is paid on monthly basis and it includes bonus payout under Payment of Bonus Act. This component is applicable up to CLG 200.

6. Superannuation Contribution:

Employees at the CLG 400 and above are entitled for this benefit.

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7. Variable Pay:

Variable Pay is currently paid on a quarterly basis. The amount of Variable Pay specified above is only an indicative figure and actual payout will be based on Company's Variable Pay scheme in existence from time to time.

8. Employer's contribution to Provident Fund:

Your Provident Fund membership begins on the date of joining the Company.

Employee's share of contribution i.e. 12% of your actual monthly basic salary will be deducted from your monthly salary. The salary structure as offered to you contains the Employer's PF contribution, which is equal to that of the employee's share of contribution.

9. Insurance Benefits:

It covers contribution to Group Medical Insurance, Group Personal Accident Insurance and Group Life Insurance as per applicable company policy.

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ANNEXURE B
TERMS AND CONDITIONS

1. You may be transferred or seconded or deputed to any of the Company's other offices, subsidiaries or affiliates in India or abroad. The Company may vary these terms and conditions and your compensation in the event of such transfer, secondment or deputation.
2. You may be required to work in shift system as per requirements of your job position.
3. While you are based in India, you will earn leave at the rate of 34 working days paid vacation per financial year (April – March). e.g. Earned Leave (12), Casual Leave (10), Sick Leave (12). This is as per prevalent leave policy.
4. You will use your best efforts in the performance of employment duties assigned to you from time to time and shall, at all times, act in good faith and in the best interests of the Company. While in the service of the Company you shall not, without the express written permission of your reporting manager, undertake or concern yourself, directly or indirectly, with any other, paid or unpaid, business or work or assignment, whether part time or full time.

5. You may be required to travel in connection with the Company's business. You will be eligible for reimbursement of reasonable business expenses incurred in this connection and other allowances according to the Company's then prevailing policy pertaining to such travel.
6. You shall be bound by all the policies, rules, regulations and procedures currently prevailing or that may be established by the Company in future, and any modifications thereof or additions thereto, as may be declared by the Company from time to time. In the event of any conflict between the terms of your offer letter (including any Annexures thereto) and any policy, rules, regulations or procedures of the Company, the terms of the latter shall prevail.
7. **Termination by the Company** – The Company may terminate your services at any time with or without Cause subject to the following:

If the Company terminates your services without Cause, it shall (a) provide you notice of 90 (Ninety) days or such other period stated in the Company's policy prevailing at the time of such termination, or (b) pay you an amount equivalent to the monthly fixed salary for the shortfall in such notice period.

If the Company terminates your services with Cause - Your services may be terminated by the Company without notice for Cause.

"Cause" shall mean:

- a) Your breach of any of these terms or any other agreement signed by you with the Company, or b) Your breach of the Company code of conduct, policies, rules, regulations and procedures, or c) The Company's background check reveals discrepancies in the information or documents provided by you to the Company during the recruitment process, or
- d) The Company finds your performance unsatisfactory during any period of training or in the discharge of duties assigned to you, or

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- e) Any act or omission by you that may have the effect of injuring the reputation or business of the Company or causing loss to the Company, or
 - f) Your failure to comply with the instructions specified in Schedule 1 hereto, or
 - g) Your Unauthorized absence from work; or
 - h) Your insubordination; or
 - i) Your misconduct
8. **Termination by Employee** – If you wish to resign from the services of the Company, you shall provide the Company notice of 90 (Ninety) days or such other period stated in the Company's policy prevailing at the time of such resignation. You are expected to serve the full notice period in order to complete the transition of your duties to an employee identified by the Company. Failure to provide such notice or to serve the entire notice period shall make you liable to pay the Company liquidated damages equivalent to the monthly fixed salary for the shortfall in such notice period.
 9. **Termination on Retirement** - Your employment will automatically terminate on retirement. Retirement will occur

at the end of the month in which you complete 60 years of age.

10. Without prejudice to the other rights that the Company may have under these terms, the Company may, in its sole discretion, suspend payment of the whole or part of your salary in the event of your failing to comply with the instructions specified in Schedule 1 hereto.
11. You will be required to sign a Confidentiality and IPR Agreement effective from the date of joining to protect the Company's and its clients' rights in the information and materials developed by you or disclosed to you during the course of your employment. A copy of the Confidentiality and IPR Agreement can be provided to you, if you so request.
12. Any tax liability arising out of your salary / allowances / benefits shall be borne by you. The Company may deduct such tax liability or any amounts owed by you to the Company from your salary or from any other amounts payable by the Company to you.
13. If you have to undergo any specialized training arranged by the Company, you shall execute a training agreement, if the Company so requires.
14. Without prejudice to other rights available to the Company under these terms or any other agreement executed by you, you will reimburse the Company for all losses, damages, claims or demands (including the costs, expenses and reasonable attorney's fees on account thereof) arising out of your breach of any of these terms or any other agreement executed by you with the Company or arising out of your gross negligence or refusal to perform your duties. You shall also reimburse the Company, any amounts paid to you that are not part of the compensation described in Annexure A or the Company's standard benefits published on the Company's intranet, if you resign from the Company or your services are terminated by the Company for Cause within 12 months from the date of your joining.
15. The validity, construction, interpretation and performance of these terms shall be governed by Indian Laws. Any dispute arising out of these terms shall be subject to the exclusive jurisdiction of courts in Mumbai, India.

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Schedule 1 to Annexure B (applicable only for new joinees)

MANDATORY LIST OF DOCUMENTS

Please carry the original documents along with a photocopy on your **Date of Joining**. Originals will be returned after verification on the same day:

- 1) Educational mark sheets & certificates –
 - (i) 10th mark sheet
 - (ii) 12th mark sheet
 - (iii) Graduation – All semester mark sheets & certificates
 - (iv) Post Graduation - All semester mark sheets & certificates
 - (v) Any other certificates

- 2) PAN Card
- 3) Passport
- 4) Driving License
- 5) Aadhaar Card
- 6) Doctor's Certificate in original which must mention the following:
 - (i) Certificate Date (not more than one week prior to date of joining)
 - (ii) Your Full Name
 - (iii) Your Age
 - (iv) Certification that you are of sound physical and mental health and also that you are not suffering from any contagious disease.
 - (v) Blood group.
- 7) Photocopies of service certificates from all the previous employers

You are also requested to carry four passport size color photographs.

Acknowledgement by Candidate

I hereby confirm to submit the above listed documents on my date of joining;

Name: _____ Date: _____

Signature: _____

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ANNEXURE C UNDERTAKING

Whereas I, _____ <Name>, son/daughter/wife of _____ having permanent residence at _____, have been appointed as _____ <Designation> by **Dassault Systemes Solutions Lab Private Limited**, a company incorporated under the Companies Act, 1956 having its registered office (herein after referred to as "**the Company**");

Whereas the Company will invest considerable amount of time and money to provide extensive specialized

technical, professional and other trainings and experience in certain software applications and methodologies and may disclose trade secrets and the Company's proprietary information to me in order to make me a productive employee of the Company;

Capitalized terms not otherwise defined herein have the meaning given to them in the Employment Letter dated **24-Sep-20**

Now therefore in consideration of the Company investing time and money to provide the aforesaid trainings and experience to me:

1. I acknowledge and agree that the Company and /or its subsidiaries will invest considerable amount of time and money to provide specialized training to me in order to provide better services to the Company's clients.
2. I acknowledge and agree that the said specialized training would substantially enhance my professional skills and ability and that my non-availability in providing services to the Company pursuant to such specialized training would adversely affect the Company's operations and result in a loss of its investment.
3. I further acknowledge and agree that the Company has to recover and earn a return on its investment in such specialized training and that such recovery and earnings are directly dependent on me fulfilling my obligations under this Undertaking.
4. I hereby agree to receive and complete such specialized training and further undertake to remain in the employment of the Company for a period of not less than 18 months (excluding the notice period) from the date of joining (herein after referred to as "Stipulated Period").
5. I understand and agree that in the event I breach Clause 4 i.e. I voluntarily leave the employment of the Company or the Company terminates my employment with Cause before the expiry of the Stipulated Period, it will cause the Company to suffer damages, ("Liquidated Damages"), which is mentioned in Clause 6 below.
6. I and the Company have mutually discussed and I agree that the estimated amount of Liquidated Damages will be **INR 1,00,000/- (Rupees One Lacs Only)**
7. I understand and agree to pay the Company the amount of Liquidated Damages stated in Clause 6 above in the event I breach the terms of this Undertaking. I shall pay such Liquidated Damages to the Company before

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the last day of my employment with the Company. I agree that the Company is entitled to recover all or part of Liquidated Damages from any amounts payable by Company to me.

8. I further undertake not to dispute the amount, and I shall pay the amount within the time mentioned in Clause 7 above and at the same time Company has full right to initiate appropriate legal proceeding against me.
9. The validity, construction, and interpretation of this Agreement and the rights and duties of the parties shall be governed by and construed in accordance with the laws of Republic of India, excluding its conflicts of laws provisions and the courts of Mumbai shall have exclusive jurisdiction in matters related hereto.

10. In the event of any dispute of difference arising between the parties hereto over the interpretation or construction of any of the terms or provisions hereof and/or the implementation or enforcement thereof or of any right hereunder or any remedy relating thereto, the same shall be referred for arbitration to the sole independent arbitrator to be nominated by the Company whose award shall be final and binding on the parties hereto. Every such reference shall be deemed to be a submission to arbitration under the Arbitration and Conciliation Act, 1996, or any modification or re-enactment thereof. The venue of such arbitration shall be Mumbai. Subject hereto, the courts in Mumbai alone shall have exclusive jurisdiction to the exclusion of other courts.
11. Should any provision of this Undertaking be or become ineffective, or be held to be invalid, this shall not affect the validity of the remaining provisions hereof. Any invalid provision or any gap or uncertainty of any provision in the Undertaking that becomes apparent when performing the Undertaking shall be replaced, interpreted or supplemented as the case may be in such a manner that the intended economic purpose of the Undertaking will be achieved.
12. And it is further agreed that all communications between the parties hereto shall be deemed to have been effectively served if addressed to the party at the registered office address of the Company and my address as set above (unless another address has been specified in writing by the party to which the notice is given) in writing by hand delivery or by postal delivery.
13. I have independently consulted my legal counsel before executing this Undertaking.

Executed by me on this _____ day of _____ 201____ at _____

(NAME & SIGNATURE OF EMPLOYEE)

Executed by the Company on this ___ day of _____ 201____ at _____ for fulfilling the promises made as set forth in this Undertaking.

For **Dassault Systemes Solutions Lab Private Limited,**

Shirish Bavdekar
Head – Talent Acquisition

Dassault Systemes Solutions Lab Private Limited (Formerly known as 3D PLM Software Solutions Pvt. Ltd.) Regd.
Office: Plot No. 15B | Pune Infotech Park | M.I.D.C. | Phase-1, Hinjewadi | Taluka Mulshi | Pune MH 411 057 | India |
Tel. no.: +91 (20) 6793 6600 | Fax no.: +91 (20) 6675 0827
CIN: [U72900PN2001PTC190769](#) | [www.3ds.com](#)



Centurion Science and Technology Entrepreneurship Facilitation Centre

Letter

No.....03...../UMBC/2019 Date

- 10th Nov 2017

To

**Mr. NEELAMANI MISHRA
Centurion University of Technology and
Management Jatni, Odisha – 752050**

Sub: Offer letter for the post of Management Trainee in Urban Micro Business

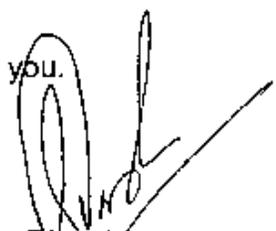
Centre. Dear Sir,

It is our pleasure to inform you that you have been selected for the post of **Management Trainee** in the Urban Micro Business Centre, a flagship project of Centurion Science & Technology Entrepreneurship Facilitation Centre, Bhubaneswar.

We will provide you CTC of Rs. 4, 50,000 /- (Rupees Four lakh and Fifty Thousand only) per annum. If you are willing to accept the offer kindly join on or before 20th Sep 2019 during office hours along with all original certificates, valid driving license and medical fitness certificate from a registered medical practitioner.

Please confirm your willingness.

Thanking you.


**Managing Director
Urban Micro Business Centre**

Regd.Off:
AlluriNagar,P.O.:Sitapur,Via:Upplada
Paralakhemundi-761211
Dist.:Gajapati,Odisha,India

Corp.Off:
PlotNo.17,ForestPark,
Bhubaneswar-751009,Odisha,India
Tel.:+916742596228,Fax:+916742596227

Project Off:
UrbanMicroBusinessCentre
PlotNo.471,KargilRoad,P.O.:Pokhariput
Bhubaneswar-751020,Odisha,India
Tel.+916742594151

12-02-2018

**NARMADA MAHAKUD
ODISHA**

Subject: LETTER OF OFFER

Dear SAILESH GOURAV,

We thank you for your interest in discussing an opportunity to be part of Just Dial Ltd.

Based on the discussions with you, we are pleased to offer you to the position of **Certified Internet Consultant**. You will be on probation for a period of six months from your date of joining which will be on or before **19-02-2018**.

The annual compensation calculated on Cost to Company will be **INR 259000/-**.

Details of your compensation are as follows:

Term	Salary	Total
1 First Six Months	Rs.17000 /-p.m.	102000
2 Revised Salary - After Six Months*	Rs.20000 /-p.m.	120000
	Performance Cum Retention Bonus**	Amount
3 End of 6 Months - One month Salary	17000	17000
4 End of 12 Months - One month Salary	20000	20000
	Total CTC per annum	259000

***Revised Salary & Performance cum Retention Bonus (PCRB)** are paid subject to satisfactory performance report at the end of **6 months** and **12 months** after successful completion of probation in writing.

Your place of posting will be **Odisha**.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

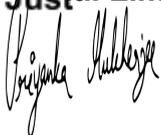
In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

You are requested to sign a copy of this letter as a token of acceptance.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Justdial Limited

D



Priyanka Mukherjee-
Head - Human Resources, Kolkata

Annexure:-

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Narmada Mahakudu	
Department	Sales	
Section	JDA Customer Facing	
Grade	G12	
Designation	Certified Internet Consultant	
Effective Date	19-02-2018	
CTC	259000/- per annum	
Pay structure	CTC	Revised CTC
Fixed Components		
Basic	5100	6000
House Rent Allowance (HRA)	3060	3600
Transport Allowance	1600	1600
Departmental Allowance	2125	2500
Desk Allowance	2125	2500
Personal Allowance	282	615
Salary (C1)	14292	16815
Statutory Components		
Employer PF Contribution	612	720
Employer ESIC Contribution	679	799
Benifits(c2)	1291	1519
Reimbursements		
Medical		
Sodexo		
Conveyance Reimbursement		
Fuel Reimbursement		
Reimbursements(c3)	0	0
Statutory Bonus	1417	1666
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	20000
Deductions		
Employee PF Contribution	612	720
Employee ESIC Contribution	251	295
Total Deductions (b)	863	1015
Net Take Home {a - b - C2}	14846	17466
Total CTC	17000	20000

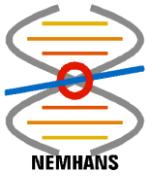
* Net Take Home is subject to tax & other applicable deductions basis individual's salary structure.

Yours sincerely,

For Just Dial Limited

Priyanka Mukherjee

Head - Human Resources, Kolkata



Date: 17-02-2018

TO

Mr. **Chinmaya Kumar Pradhan**
S/O: Mr. Bikram keshari Pradhan
D.O.B: 05-07-1997
Address: At-Matiapokhari, Po-sanahantuad,
Dist-khurda, Pin-752031
Contact: 7657016871
Email: chinmaya8598@gmail.com

SUBJECT: OFFER LETTER

Dear Mr. **Chinmaya Kumar Pradhan**,

1. With reference to your resume, and the subsequent interview you had with us , you have been selected as **“Graduate Engineer Trainee (G.E.T.)”** in our organization.
2. The training period would be of 6 months.
3. After successful completion of training you would be posted as “RF-Engineer”,
4. Details of your remuneration is given in the below table.
5. The candidate has to submit his/her final year mark sheet and the final certificate to the management within 6 months of date of joining, failing which it would be auto termination of job.
6. Please submit your willingness by mail so as to enable the management for further formalities.

Within Odisha	Outside Odisha
Salary at Rs. 9000/- per month	Salary at Rs. 9000/- per month
Rs. 100/- DA (Applicable only on field visit)	Fooding Allowance will be Rs. 3000/- per month. Accomodation will be free

Regards & Thanking You,
Yours Faithfully

Soumya Ranjan Mohanty
HR-MANAGER
For NEMHANS SOLUTIONS PVT. LTD

Since this is a system generated letter, signature on this not felt essential