

Institute of Management Research and Development, Shirpur.

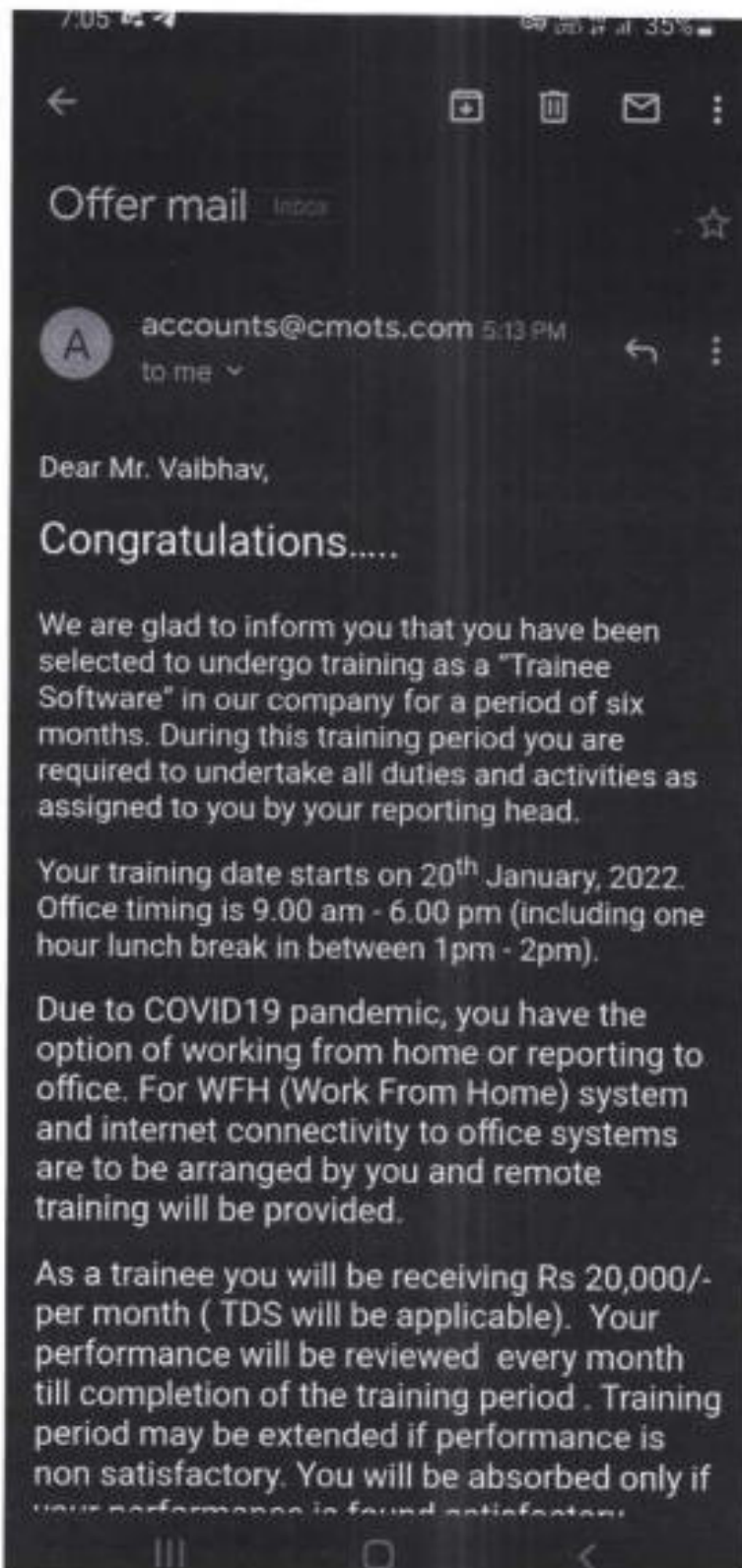
Sample Emails of Employers and Offer Letters

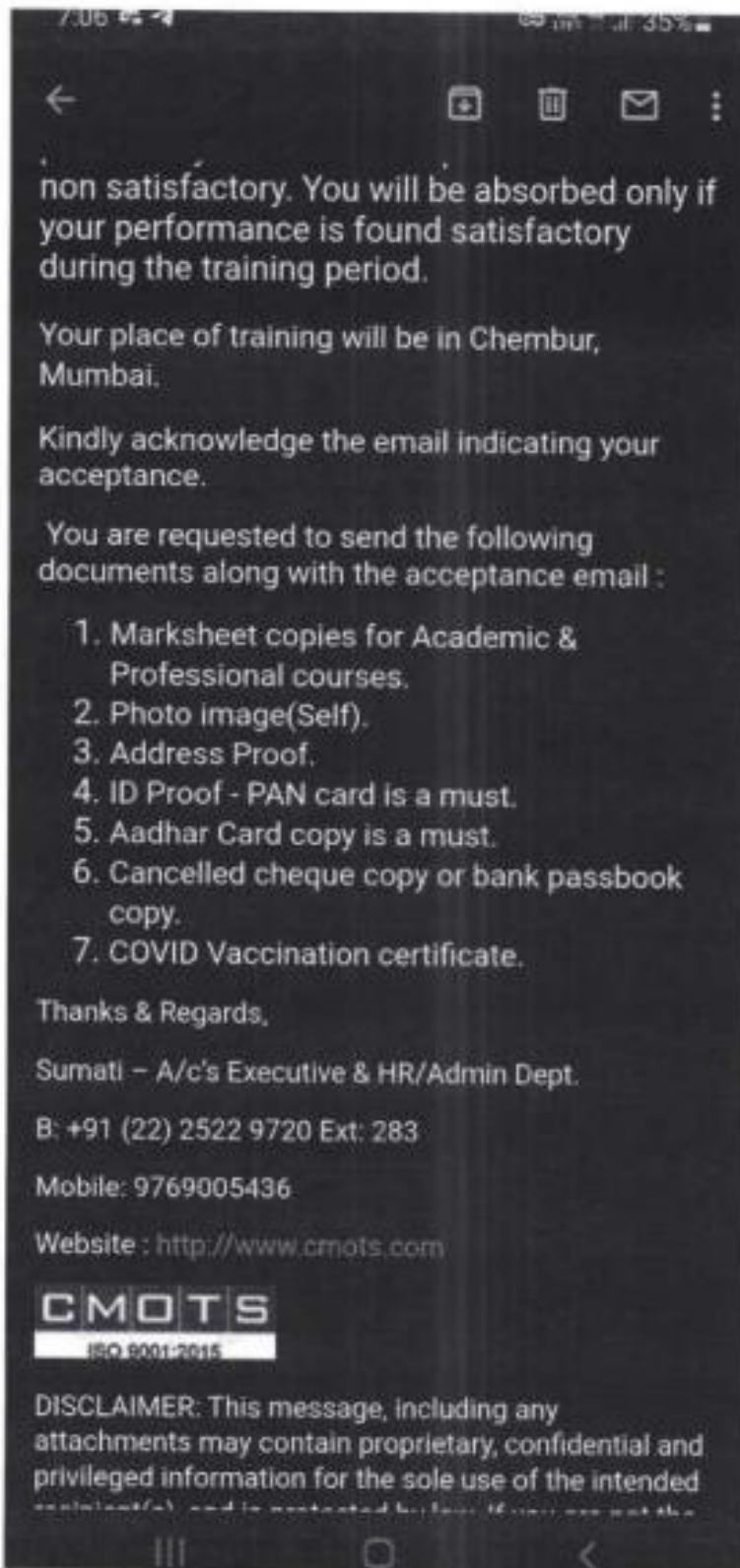
Index

Sr. No	Particulars	Page No
1	Sample Email communication with employer	2 to 37
2	Sample Offer Letter 2018-2019	39 to 59
3	Sample Offer Letter 2019-2020	61 to 85
4	Sample Offer Letter 2020-2021	87 to 145
5	Sample Offer Letter 2021-2022	147 to 223
6	Sample Offer Letter 2022-2023	225 to 307



Sample Email
communication with
Employers









Letter of Intent

March 06, 2023

Sanket sathe

RC Patel Institute Of Management Research and Development, Shirpur

Dear Sanket sathe,

We are pleased to inform you that you have been provisionally short-listed for employment as "Trainee".

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs. 3 Lac per annum.

You are required to sign a service agreement of 24 Months from the date of joining, in the event of service agreement breakage you will be required to pay a sum of Rs. 2 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to campusconnect@hexaware.com

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - II, 'X' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500
(CIN): L72900MH1992PLC069662 URL: www.hexaware.com



Offer: Computer Consultancy
Ref: TCSL/DT20233878375/Pune
Date: 24/05/2023

Mr. Sanket Sandeep Sathe
Balaji Nagar, ShirpurKarvand Naka,
Chamunda Mata Mandir,
Shirpur-425405,
Maharashtra.
Tel# -

Dear Sanket Sandeep Sathe,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.



TCS Confidential
TCSL/DT20233878375

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tower, Ground Floor, S.No.103/A/1/125, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career ServiceLine: 1800 209 2111 Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20233877827/Pune
Date: 24/05/2023

Ms. Snehal Manoj Patil
104/34, Gurukanniya Ng Suman Society Mandal Shivar ShirpurBehind Saheba Hotel,
Mandal Shivar,
Shirpur-425405,
Maharashtra.
Tel# 91-8805775640

Dear Snehal Manoj Patil,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

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You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.



TCS Confidential
TCSL/DT20233877827

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Niyati Tower, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6606 7107 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



Byjus || Selection for InsideSales Pune SSP Onboarding_24th September joining

2 messages

<akash.chandrakar@byjus.com>
To: gunjanmujage2002@gmail.com

Sat, Sep 23, 2023 at 5:07 PM



Dear ,

I am writing to you on behalf of Byju's regarding your application for the role of Business Development Associate (Inside Sales) in Pune. We regret to inform you that, for certain reasons, your joining with us has not been possible as originally planned.

However, we would like to extend our sincere interest in having you as part of our organization. Your skills and qualifications have left a positive impression on us, and we believe you could be a valuable addition to our team.

The next step in your journey is to participate in an office tour followed by three weeks of on-the-job training. During this period, you will receive a weekly stipend of 2500/week. Additionally, upon joining, you will be provided with a one-time allowance of 2500, separate from the stipend.

Upon successful completion of the three weeks of on-the-job training, you will be offered the role of Business Development Associate (BDA). Initially, your salary for the first three months will be 16000, and starting from the fourth month, your annual package will be 4 LPA + 3 LPA (incentives).

Furthermore, an additional amount of 18000 will be rewarded if and only if you achieve 2 valid sales and 6 valid conductors during the on-the-job training period (three weeks).

Before joining, it is mandatory to complete the office tour, as it is an essential part of the onboarding process, along with completing the necessary documentation. Once the office tour is completed on Sunday, you will receive a separate email from the onboarding team detailing the onboarding process.

If you have not received any communication regarding the onboarding process, please reach out to your recruiter .

Date & Time of Office Tour : 24th September 12 PM

Office Tour Address: Summer Court, 3rd floor Magarpatta City, next to Seasons Mall, Pune, Maharashtra 411028

Date & Time of Onboarding: 26th September 9.30 AM

Onboarding Office Address: Summer Court, 3rd floor Magarpatta City, next to Seasons Mall, Pune, Maharashtra 411028

Regards,

Akash Chandrakar

Sales Development Manager.

Referral Link (Apply for Job): <https://t.ripplehive.com/s/bmXYK>



M +91 7970884006
E akash.chandrakar@byjus.com
W www.byjus.com



Please consider the environment before printing this mail

The information contained in this e-mail is private & confidential and may also be legally privileged. If you are not the intended recipient of this mail, please notify us, preferably by e-mail, and do not read, copy or disclose the contents of this message to anyone. Whilst we have taken reasonable precautions to ensure that any attachments to this e-mail has been swept for viruses, e-mail communications cannot be guaranteed to be secure or error free, as information can be corrupted, intercepted, lost or contain viruses. We do not accept liability for such matter or their consequences.

Gunjan Mujage <gunjanmujage2002@gmail.com>
To: gunjanmujage09@gmail.com <gunjanmujage09@gmail.com>

Fri, Oct 6, 2023 at 5:16 PM

(Quoted text hidden)



Date: Sep 11th 2023

Internship Offer Letter

It is our pleasure to offer an educational internship program to **Roshani Bhagwan Patil**, student from **R.C.Patel Institute of Technology, Shirpur**.

Internship is scheduled tentatively from **Jan 2nd, 2024 to Jun 30th, 2024**.

As an intern of our company, it is likely that you will work on confidential and or proprietary information, and thus to protect the mutual interests, your internship will be effective only after you read, sign and unconditionally accept the terms and conditions prior to beginning of internship.

Regards,
Rakesh Sarvaiya
Manager – HR Operations
Casepoint Pvt. Ltd., Surat



Terms & Conditions for an Internship at Casepoint Pvt. Ltd.

1. I agreed for Casepoint Pvt. Ltd.'s internship program and selection process as permanent employee of Casepoint Pvt. Ltd.
2. I agreed to signed 2 years of agreement which is including six-month internship and eighteen months as Casepoint Pvt. Ltd. employment agreement.
3. I will not claim any expenses if I get rejected during an internship or in selection process after an internship.
4. Interns hired after successful completion of the internship, will be eligible for stipend worth of Rs. 60,000 (for the entire six months internship). During an internship, stipend will not be provided on a monthly basis. The stipend will not be provided to those interns who are rejected in the selection process for permanent employment. As an employee, you have to be confirmed employee (Clear assessment period) to get the stipend amount.
5. During or after an internship, I will not upload the business logic, code/coding pattern or any information related to my internship project in any digital platform on the Internet.
6. Internship and job location would be Surat (Gujarat).
7. Reference package range after internship: CTC Rs. 2,70,000/- to CTC Rs. 3,60,000/- per year.
8. Casepoint Pvt. Ltd. will not pay me for my internship; all expenses, including the cost of travel, personal insurance and accommodation, as well as all living expenses, will be borne by me.
9. While working at Casepoint Pvt. Ltd., I will not be considered an official or a staff member. However, I understand that I am expected to fulfill my working obligations like any other Casepoint Pvt. Ltd. official and will follow the working hours of Casepoint Pvt. Ltd.
10. I will accrue leave at a rate of One (1) day per month. Subject to prior approval by my supervisor, this leave may be taken at any time during the internship. Leave accrued and not taken at the end of the internship will be considered forfeited.
11. Intern's unsatisfactory performance or work-attitude concerns may lead to the termination of the internship by Casepoint Pvt. Ltd.
12. All the internship certificates will not be issued in case you gets placed and denied to join Casepoint.
13. I agree to accept the job role that will be provided by the Casepoint Pvt. Ltd. after successfully completion of my internship.
14. If I engaged in any violation activities, misconduct then Casepoint Pvt. Ltd. have right to terminate an internship without any notice period.

I UNDERSTAND, ACCEPT, AND AGREE TO THE ABOVE TERMS AND CONDITIONS.

Date _____ Student's Name _____ Student's Signature _____



Mr. Badal Prakash Borse

At post: Kamkheda, Ta: Sindkheda,
Dist: Dhule, Maharashtra 425404

Congratulations!

Sub: Offer Letter for "Jr. ASP.NET Developer"

Dear Rakesh, with reference to your application and subsequent interview with us, we are pleased to offer you the following position:

Position	Training period	Salary	Joining date
Jr. ASP.NET Developer	Three Months	8,000/-	6 th March, 2023

Note:

- 1) After the completion of the training period your salary will be revised according to your performance only.
- 2) Any leave is not allowed during the training period except for medical emergencies.
- 3) We will have a total of two years of employment agreement including a training period.

Please bring the original and photocopies of the below-mentioned documents at the time of joining:

- 2 Pan Card & Aadhar Card photocopies
- 2 passport-size photographs

You are requested to kindly tender your job offer acceptance and date of joining by signing a copy of this letter by writing an offer acceptance reply on our official email. We welcome you and look forward to a long and successful association.

Yours Sincerely,
CYGNUX SOFTECH PVT.LTD.



CYGNUX SOFTECH PVT. LTD.

+91 99240 47004
info@cygnux.in
www.cygnux.in

8-204, Diamond World,
Vandri Road, Surat,
Gujarat, India - 395004

Regarding Invitation for Campus Placement Drive

Inbox

TPO IMRD <tpo.imrd@gmail.com>

Jul 23, 2018,
1:22 PM

to Deepak

Dear Sir,

Greetings from RCPIMRD, Shirpur!

As per our earlier conversation, I am most happy to invite you to conduct Campus Placement Drive for our MCA final year and Integrated MCA final year (2019 batch) at our premises.

We are waiting for the JD which included entire interview process, job profile, eligibility so I can prepare the list of students and forward you according.

Kindly find attached Placement Ebrochure.

We are looking forward for your positive response.

Thanks and Regards,
Archana Jade
Training and Placement Officer
RCPET's IMRD, Shirpur
9765502899



Deepak Patil <deepak@s5infotech.com>

Jul 23,
2018, 3:03
PM

to me

Hello,

Please find the interview schedule details as below

1. Online Aptitude Exam (26-July-2018 at 10:00 AM)

-- This will be an online aptitude exam, this exam will be 60 min. duration

2. Technical interview round (26-July-18)

-- The technical round will be only for those candidates who clear the Aptitude exam.

3. Final round

-- Final round of those candidates who shortlisted in technical round.

Criteria

1. Consistent 50% throughout in X, XII and UG and no standing arrears
2. There should not be any backlog in mathematics subjects and max 2 theory backlogs in current academic
3. Candidate should be medically fit, have to submit medical fitness certificate at the time of confirmation

Job Profile

- Jr. Developer
- Technologies: Java, .Net, PHP, MySQL

The interviewer panel

1. Deepak Patil
-





TPO IMRD <tpo.imrd@gmail.com>

Regarding MCA 2021 freshers

yogita.ambre@headwaytechies.com <yogita.ambre@headwaytechies.com>
 To: TPO IMRD <tpo.imrd@gmail.com>
 Cc: Prantik Dasgupta <prantik.dasgupta@headwaytechies.com>

18 March 2021 at 17:37

Hi Archana Maam,

Please ask following student to be prepared and available for online interview:

Sr. No	Student name	Skills	Interview Date	Time
1	Mukesh Badgujar	PHP	23 March 2021	10.30am
2	Pranali Balasaheb Kadam	Java/OOPS	23 March 2021	12:00pm
3	Vaibhav Rajendra Sangale	PHP	23 March 2021	2:00pm

Please make sure of following before attending the interview:

1. Join teams meeting via your Laptop/Desktop only.
2. Do not join via mobile phone.
3. Sit in a quite room, with paper and pen handy.
4. Have a good/stable internet connection during your interview.
5. Make sure your laptop is charged full before interview.
6. Make sure there is no noise and TV disturbance during interview.

Following is the TEAMS invitation for the same:

You're invited to join a Microsoft Teams meeting

Title: Miotweb Internship Interview
 Time: 2021-03-23

Join on your computer or laptop
 Click here to join the meeting

Thanks

Yogita

From: TPO IMRD <tpo.imrd@gmail.com>
 Sent: 17 March 2021 05:45 PM

<https://mail.google.com/mail/u/1/?ui=ch&ui=17378&view=pt&search=all&permmsgid=msg-f:1694571468125234807&siml=msg-f:1694571468125>



8/20/21, 10:57 AM

Gmail - Regarding MCA 2021 freshers

To: yog.ambre <Yogita.ambre@headwaytechies.com>
Subject: Regarding MCA 2021 freshers

Dear Madam,

[Quoted text hidden]

<https://mail.google.com/mail/u/1/?ik=cid01f7376&view=pt&search=6&permmsgid=msg-f:1664575488125234507&siml=msg-f:1664575488125234507>





TPO IMRD <tpo.imrd@gmail.com>

Shortlisted candidates for Rephysoftech, Aurangabad

akshay ahir <akshayBahir@rephysoftech.com>
To: TPO IMRD <tpo.imrd@gmail.com>

4 November 2019 at 16:58

Dear Archana Madam,

among these 9 candidates, we have selected the following 4 for an online interview,

- 1. Dipali Koshl
- 2. Shubhangi Choudhary
- 3. Utkarsha Patil and
- 4. Priyanka Subhesh Savkare

Tomorrow at 11 AM we will have an online interview with these 4 candidates for that Skype or Zoom we will use, let me know how the candidates are able to connect?

Thanks and Regards,
Akshay Ahir,
+919762061439



— On Wed, 23 Oct 2019 17:59:06 +0530 TPO IMRD <tpo.imrd@gmail.com> wrote —
(Quoted text hidden)





TPO IMRD <tpo.imrd@gmail.com>

Shortlisted candidates for Rephysoftech, Aurangabad

akshay ahir <akshay@rephysoftech.com>
To: TPO IMRD <tpo.imrd@gmail.com>

5 November 2019 at 11:05

Akshay Ahir is inviting you to a scheduled Zoom meeting.

Topic: Internship 2019-20 Interview with IMRD
Time: Nov 5, 2019 11:00 AM Mumbai, Kolkata, New Delhi

Join Zoom Meeting
<https://us04web.zoom.us/j/744760900>

Meeting ID: 744 760 900

One tap mobile
+14086380968,,744760900# US (San Jose)
+16465588656,,744760900# US (New York)

Dial by your location
+1 408 638 0968 US (San Jose)
+1 646 558 8656 US (New York)

Meeting ID: 744 760 900
Find your local number: <https://us04web.zoom.us/j/744760900>

Thanks and Regards,
Akshay Ahir,
+919762061439



----- On Tue, 05 Nov 2019 10:32:08 +0530 akshay ahir <akshay@rephysoftech.com> wrote -----
[Quoted text hidden]





TPO IMRD <tpo.imrd@gmail.com>

Regarding Campus Placement Drive

Yogesh Thakur <info@tcstechnology.com>

21 September 2018 at 16:23

To: TPO IMRD <tpo.imrd@gmail.com>

Cc: Chintankumar Thakur <chintankumar@gmail.com>, manraj dip <manrajdip@rediff.com>

Dear Mam,

We would like to Thank RCPET's IMRD, Shirpur for giving us the opportunity for Campus Drive.

Below are the name of the Candidates which are selected for Internship / Training program.

- 1) Chetan D. Shirpi
- 2) Vandana Bharat Sindi
- 3) Namrata Kapade
- 4) Patil Priyanka Sarjerao
- 5) Patil Paurinima Ashok
- 6) Karanke Kalyani Shantaram
- 7) Yugal Dilip Patil
- 8) Patil Vabhav Kishor

The Terms and Conditions for Joining will be as earlier.

We will start the Joining Process/formalities/Documentation with you in next week.

If you have any query then feel free to contact us.

Awaiting for reply

Yogesh Thakur

Managing Director,

Email : info@tcstechnology.com

: ythakur@tcstechnology.com

Cell : +91-976-531-1999

+91-973-046-5999

Thakur Computer Solutions & Technology Pvt Ltd.

(An ISO 9001:2008 Certified Organisation)

Gen Email: info@tcstechnology.com

Skype: tcs.technologypvtld

Web: www.tcstechnology.com,

TCS Technology presents completely web based software series

Hospital Management Information System |

Laboratory Management Information System |

Diagnostics Management System |

Teleradiology PACS (DICOM) System |

Complete Healthcare Software Solutions under one roof.





TPO IMRD <tpo.imrd@gmail.com>

VRAIO Software Solutions Pvt Ltd| Campus drive for 2019 passout

3 messages

Ruchi <ruchi.lath@pehjob.com>
 To: miller <miller@pehjob.com>, miller.khandhar@gmail.com

9 October 2018 at 19:06

Dear Sir,

Request you to kindly update us on the date of the online test latest by 11th Oct 2018..

Greeting from VRAIO Software Solutions Pvt Ltd|

With respect to above subject, we take pride in introducing our organization. We're located in the south of Bengaluru city; The Silicon Valley of India".

Company name: VRAIO Software Solutions Pvt Ltd|

Website: <https://vraio.in/>

Job Location – Bangalore

Salary – 10k for 4 months (training period) [package will range from 1.8L to 3.6L per annum after the training period]

Eligibility – BE/Btech - IT/CS/EXTC (2019 passout)

Interview Rounds

- **1st round – Online test**

NOTE: Post completion of 1st round based on the number of students shortlisted, company will come to the campus to finalize the candidates

We offer the best development, support and service provider since from 2012 which has skills and expertise on modern technologies and tools to facilitate complex business solutions. Our business model focuses on having long-term strategic relations with our clients by providing a combination of high quality, cost effective and on time delivery of solutions.

Our core area :

1. Web Application Development
2. Server Hosting and Maintenance
3. Mobile App Development
4. Data Analytics & Digital Marketing



8/24, 3:11 PM

Gmail - VRAIO Software Solutions Pvt Ltd Campus drive for 2019 passout

2. Depending on the calibre and performance during the training candidate will be hired or exit the company.
3. Its not only the technical knowledge will count, even the character and the attitude will matter the most.
4. Remuneration package will range from 1.8L to 3.6L per annum after the trainig period of 4 months. In the training period will be provided with 10K based on the project.
5. Work location @ Bengaluru.
6. Day Shift.
7. Candidate should be ready to relocate to Bengaluru.
8. Interview will have Online test on GK, Core Java, HTML-5,CSS-3, MySQL,Electronics and after that Face to Face technical.

Kindy, let us know number of final year candidates from Computer science, Electronics and Communication,MCA and MBA branch attending interview.

Thanking you in advance.

Thanks

Regards,

Ruchi

Pehla Job | Trezec E Solutions Pvt. Ltd.

710, C Wing, Trade World Building, Kamla Mill Compound,

S. B. Rd, Lower Panel, Mumbai - 400013



Mob: 91+9967478049 | Visit us @ Pehlajob.com



Think before you print; please consider our environment before printing this e-mail.



TPO IMRD <tpo.imrd@gmail.com>
To: imrdmca2019@googlegroups.com

10 October 2018 at 12:42

<https://mail.google.com/mail/u/1/?ik=c9421f73718/view=pt&search=all&permthid=thread-f1613005105710323690&siml=msg-f16138851657103...> 3/4

8:024, 3:11 PM

Gmail - VRAID Software Solutions Pvt Ltd Campus drive for 2019 passout

Dear Students,

[Quoted text hidden]

TPO IMRD <tpo.imrd@gmail.com>
To: ruchilath <ruchilath@pehlabjob.com>

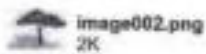
11 October 2018 at 13:19

Kindly schedule this online test on 16th Oct 2018. I have already convey this message to students.

Thanks and Regards,
Archana Jede
Training and Placement Officer
RCPET's IMRD, Shirpur
9765502899

[Quoted text hidden]

4 attachments



8/3/24, 4:27 PM

Gmail - IMS 2023 Aptitude Assessment-25th Jan'23



TPO IMRD <tpo.imrd@gmail.com>

IMS 2023 Aptitude Assessment-25th Jan'23

2 messages

Deepak Urunkar <DeepakU@hexaware.com>

25 January 2023 at 07:41

Dear Placement Team,

Greetings from Hexaware!

Attached are the list of eligible candidates for whom Aptitude assessment scheduled on 25th Jan'23 from 10 AM – 6 PM.

Kindly ask candidates to take assessment with out fail.


Shortlisted candidates from Aptitude assessment will have Mettl Communication assesment on 27th Jan'23 from 10 AM – 6 PM.

Warm Regards,

Deepak Urunkar

This e-mail communication and any attachments to it are confidential and privileged to Hexaware and are strictly intended only for the personal and confidential use of the designated recipient(s) named above. If you are not the intended recipient of this message, you are hereby notified that any review, dissemination, distribution or copying of this message is strictly prohibited and may be unlawful.

Please notify the sender immediately and destroy all copies of this message along with all attachments thereto.

 **Book7.xlsx**
157K

TPO IMRD <tpo.imrd@gmail.com>

25 January 2023 at 10:44

To: Deepak Urunkar <DeepakU@hexaware.com>

Dear Sir,

Warm Greetings from RCPET's IMRD, Shirpur!!

Kindly look in below candidate superset id she has registered but not yet received any email from Hexaware.

Superset id: 2967276

Nikita Bhikan Patil

Please do the needful. Waiting for your reply.

Thanks and Regards,

Mrs. Archana M. Jade

Training and Placement Officer

RCPET's IMRD, Shirpur

9765502899/8668727239

Linkedin: www.linkedin.com/in/archana-jade-978459aa

<https://mail.google.com/mail/u/1/?ik=c3d01f7376&view=pt&search=af&permid=fbread-f1755956608238146667&siml=msg-417559566082381...> 1/2

8/3/24, 4:27 PM

Gmail - IMS 2023 Aptitude Assessment-25th Jan'23

RCPIMRD Facebook: <https://www.facebook.com/RcpimrdShirpur/>

RCPIMRD Website: <https://rcpimrd.ac.in/>

[Quoted text hidden]



8/30/24, 10:30 AM

Gmail - Employment offer Letter for ROPET's MRD, Stegar

certification from Arete Technology, Nashik recognizing their acquired skills and participation.

4. Employment Terms: Trainees meeting the performance criteria at the end of the training period will be offered a full-time position with Arete Technology, Nashik at the specified package.

Regards,
Anand Shirsath
Arete Technology and Mitwa Edutech Nashik
+91-9595845039
mitwaapp@gmail.com

[Quoted text hidden]





Offer Letter

Brain Vision Technology Pune

Office No -1st Floor, Near Domfisa,
Bus Stop, Karve Nagar, Pune, M.H. - 411052
Website- www.brainvisiontechnology.com

We are pleased to inform you that the following students of MCA and MCA (Integrated) in the A.Y. 2021-22, 2022-23 from RCPEU's IMRD, Shirpur have been selected as **Software Developer Trainees at Brain Vision Technology, Pune**. Upon successful completion of the training, trainees will be offered a full-time position with an annual package of **₹1.81 LPA (Lakh Per Annum)**, as per company policy.

Selected Students list:

Sr. No.	A.Y.	Name	Course
1	2021-2022	Sonawane Priyanka Deelip	MCA
2	2022-2023	Borase Hemant Onkar	MCA
3	2022-2023	Sonawane Prathmedish D	MCA
4	2022-2023	Bhavsar Gauri Bhika	MCA
5	2022-2023	Patil Niranjay I	MCA
6	2022-2023	Rajput Kamlesh Dilipsing	MCA
7	2022-2023	Sonawane Harshal Sanjay	MCA
8	2022-2023	Sonwanshi Tapswi Jagdish	MCA



Offer for Software Developer Trainee Positions

We are pleased to inform you that the following students of MCA and MCA (Integrated) in the A.Y. 2021-22, 2022-23 from RCPET's IMRD, Shirpur have been selected as Software Developer Trainees at Mwell Software Solution, Pune.

Offer Details:

1. **Position:** Software Developer Trainee
2. **Stipend:** During the training period, trainees will not be provided with a stipend.
3. **Post-Training Employment:** Upon successful completion of the training, trainees will be offered a full-time position with an annual package of ₹1.9 LPA (Lakh Per Annum), as per company policy.

List of the students Selected:

Sr. No.	A.Y.	Name of students	Course
1	2021-2022	Borase Divya Ramesh	MCA-I
2	2021-2022	Borase Vivek Rajaram	MCA-I
3	2021-2022	Deore Harshada Dnyaneshwar	MCA-I
4	2021-2022	Desale Jyotsna Sarjerao	MCA
5	2021-2022	Girase Roshanibai Virpalsing	MCA
6	2021-2022	Mahajan Roshani Nitin	MCA
7	2021-2022	Patil Jayshree Shridhar	MCA
8	2021-2022	Salunkhe Rahul Rajendra	MCA-I
9	2021-2022	Patil Ashwini Chhotulal	MCA
10	2022-2023	Patil Gaurav Kailas	MCA

Best wishes,
Sincerely,

From MWell Software Solutions Pune
For MWell Software Solutions

Mr. M.S.Patil
(Director)


Proprietor





OFFER LETTER

DATE: 30/7/2024

To,
The Director,
RCPET's IMRD,
Shirpur, Dist. Dhule

Respected Sir / Mam,

Subject : Offer for Software Developer Trainee Positions

We are pleased to inform you that the following students of **MCA and MCA (Integrated)** in the A.Y.2018-19, 2020-21 from RCPET's IMRD, Shirpur have been selected as Software Developer Trainees at **Maestro Intellect, Pune**

List of the students Selected:

Sr. No.	A. Y.	Name	Course
1	2018-2019	Priyanka Nandkishor Mali	MCA
2	2018-2019	Patil Nilima Pandurang	MCA
3	2018-2019	Gaurav pramod Atrawalkar	MCA
4	2018-2019	Chirvan Dhanshree Dilip	MCA
5	2018-2019	Pallavi Gokul dharamane	MCA
6	2018-2019	Jadhav Ashvini Rajendra	MCA
7	2018-2019	Shaikh Monisa Naz Mohd Hanif	IMCA
8	2018-2019	Wani Priyanka	MCA
9	2020-2021	Patil Charushila Jaywant	IMCA
10	2020-2021	Patil Pallavi Anil	IMCA
11	2020-2021	Pawar Sukrut Dayanand	IMCA
12	2020-2021	Patil Bhaenti Sadashiv	IMCA
13	2020-2021	Patil Paresh Sharad	IMCA
14	2020-2021	Suryawanshi Priyanka Vijay	MCA



Yours Sincerely,
HR Manager
Maestro Intellect



3rd floor, Above Rajmata Bank, Karve Nagar, Pune, Maharashtra 411052
Unity Gold Complex Deccan Pune

Contact No. : 7517653875 | Email : hr@maestrointellect.com | Website : www.maestrointellect.com



Offer Details:

1. **Position:** Software Developer Trainee
2. **Training Duration:** Six months
3. **Stipend:** During the training period, trainees were not being provided with any stipend.
4. **Post-Training Employment:** Upon successful completion of the training, trainees has been offered a full-time position with an annual package of ₹2 LPA (Lakh Per Annum), as per company policy.

Company Policies and Training Program:

1. **Training Curriculum:** The trainees will undergo a comprehensive training program covering essential aspects of software development, including coding, testing, debugging, and project management.
2. **Performance Evaluation:** Trainees will be evaluated periodically based on their performance, with constructive feedback provided to help them enhance their skills.
3. **Certification:** Trainees who successfully complete the training program will receive a certification from **Maestro Intellect Pune**.
4. **Employment Terms:** Trainees meeting the performance criteria at the end of the training period will be offered a full-time position with **Maestro Intellect, Pune** at the specified package.



Yours Sincerely,
HR Manager
Maestro Intellect





EARNWEALTH Solutions Pvt Ltd *Kamate Raño*

To,
The Director,
RCPET's IMRD,
Shirpur, Dist. Dhule

Respected Sir / Mam,

Subject : Offer for Software Developer Trainee Positions

We are pleased to inform you that a **total of 8** students of **MCA and MCA (Integrated)** in the A.Y.2020-21, 2021-22 from RCPET's IMRD, Shirpur have been selected as Software Developer Trainees at **Earnwealth Solution, Pune.**

Offer Details:

1. **Position:** Software Developer Trainee
2. **Training Duration:** Six months
3. **Stipend:** During the training period, trainees will not be provided with a stipend.

Company Policies and Training Program:

1. **Training Curriculum:** The trainees will undergo a comprehensive training program covering essential aspects of software development, including coding, testing, debugging, and project management.
2. **Performance Evaluation:** Trainees will be evaluated periodically based on their performance, with constructive feedback provided to help them enhance their skills.
3. **Certification:** Trainees who successfully complete the training program will receive a certification from **Earnwealth Solution, Pune.** recognizing their acquired skills and participation.
4. **Employment Terms:** Trainees meeting the performance criteria at the end of the training period will be offered a full-time position with **Earnwealth Solution, Pune** at the specified package.



CIN : U74900PN2014PTC152269

409, 4th Floor, C - Wing, KPCT Mall, Warwadi, Pune, India - 411040

+91 20 4005 3002

<https://www.earnwealth.in>

info@earnwealth.in



EARNWEALTH Solutions Pvt Ltd *Kamate Rahe*

Students Selected are listed below :

Sr. No.	A.Y.	Name	Course
1	2020-2021	Pooja Patil	MCA
2	2020-2021	Komal Pawar	MCA
3	2020-2021	Nikhil Ravindra Patil	MCA
4	2020-2021	Madhuri Patil	MCA
5	2021-2022	Baviskar Jayesh Sambhaji	IMCA
6	2021-2022	Patil Karishma Subhash	MCA-III
7	2021-2022	Patil Yogita Arun	MCA-III
8	2021-2022	Thakare Ashwini Abhiman	MCA-III



CIN : U74900PN2014PTC152269

409, 4th Floor, C - Wing, KPCT Mall, Wanwadi, Pune, India - 411040

+91 20 4005 3002

<https://www.earnwealth.in>

info@earnwealth.in



TPO IMRD <tpo.imrd@gmail.com>

Offer letter for Trainee

1 message

Jasmeen Shaikh <jasmeen@codingbit.com>
To: TPO IMRD <tpo.imrd@gmail.com>

3 August 2024 at 14:34

Hello Team,

We are pleased to inform you that the following students (PFA) of MCA and MCA (Integrated) in A. Y. 2019-2020, 2020-2021, 2021-2022 and 2022-2023 from RCPET's IMRD, Shirpur have been selected as Software Developer Trainees at **Coding bit IT Solution, Nashik** . During training period we have not provided any stipend but as per their performance we have continued them for employment with **pay package 1.8 LPA.**

— Jasmeen Shaikh
Founder & CEO, CodingBit IT Solutions
+91-9511-80-3947 | Skype - jasmeenshaikh10
www.codingbit.com | www.linkedin.com/in/jasmeen-shaikh-codingbit

codingbit IT solution, Nashik.docx
22K





To,
The Director,
RCPET's IMRD,
Shirpur, Dist. Dhule

Respected Sir / Mam,

Subject: Offer for Software Developer Trainee Positions

We are pleased to inform you that the following students of MCA and MCA (Integrated) in A. Y. 2019-2020, 2020-2021, 2021-2022 and 2022-2023 from RCPET's IMRD, Shirpur have been selected as Software Developer Trainees at **Coding bit IT Solution, Nashik**. During training period we have not provided any stipend but as per their performance we have continued them for employment with **pay package 1.8 LPA.**

Students List:

1.	2019-2020	Mahajan Dhanshri Rajendra	MCA-I
2.	2019-2020	Newadkar Himani Ravindra	MCA
3.	2019-2020	Nerkar Aishwarya R.	MCA
4.	2020-2021	Patil Shubham Kailas	MCA
5.	2020-2021	Sonawane Roshan Chhotu	MCA
6.	2020-2021	Rajput Bhagyashree Rajendra	MCA-I
7.	2020-2021	Dorik Gayatri Sunil	MCA-I
8.	2020-2021	Dharmadhikari Mohini Nitin	MCA
9.	2020-2021	Patil Nikita Chhagan	MCA
10.	2020-2021	Lathi Pooja Omprakash	MCA
11.	2020-2021	Patil Hareshali Arun	MCA
12.	2020-2021	Chaudhari Pankaj Jagannath	MCA
13.	2020-2021	Patil Dnyanesh Tukaram	MCA
14.	2020-2021	Pawar Puresh Sunil	MCA
15.	2021-2022	Patil Rutuja Sunil	MCA
16.	2021-2022	Borase Hemkant Dilip	MCA
17.	2021-2022	Borse Switi Rajendra	MCA-I
18.	2021-2022	Patil Bhavna Ravindra	MCA-I
19.	2021-2022	Borse Shweta Chandrashekhar	MCA
20.	2021-2022	Patil Ruchita Anil	MCA
21.	2021-2022	Patil Hareshada Prakash	MCA
22.	2022-2023	Ahire Pallavi Shantilal	MCA
23.	2022-2023	Dhangar Shubham Rajendra	MCA
24.	2022-2023	Bhamare Chetan Pundlik	MCA

25.	2022-2023	Patil Dinanath Vijay	MCA
26.	2022-2023	Badgajar Hemlata Ratilal	MCA
27.	2022-2023	Pavithran Anushka Kk	MCA
28.	2022-2023	Pardeshi Dipaksing Mohansing	MCA
29.	2022-2023	More Lalit Abhiman	MCA
30.	2022-2023	Pawara Vikas Shobharam	MCA
31.	2022-2023	Mahamubhav Shital Zumbarelal	MCA
32.	2022-2023	Patil Nilesh Santosh	MCA
33.	2022-2023	Patil Priyanka Bharat	MCA
34.	2022-2023	Patkar Damini Rajesh	MCA
35.	2022-2023	Borse Vivek Jayram	MCA



Miss. Jasmeen Shaikh(Founder & CEO)



**Sample Offer Letter
2018-2019**



Provisional Offer: BUSINESS PROCESS SERVICES

Date: 31-01-2018

Dear YOGESH RAMSWARUP JANGID

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship programme at grade SPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 7 days of receipt, this offer of traineeship is liable to lapse at the discretion of TCSL.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCS. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCS.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favorable and acceptable to the Company.

On joining and successful completion of all joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Please also note, TCS SPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped."

Yours Sincerely,
For TATA Consultancy Services Limited

Rustom Boharam Siganporia
Human Resources
ANNEXURE 1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex, Plot No 12, Gate No 4, LBS Marg, Vikhroli West, Mumbai 400 078 India
Tel: 91 22 6778 3908 Fax: 91 22 6778 3330 91 22 6778 3390 e-mail: corporateoffice@tcs.com website: www.tcs.com
Registered Office: 9th floor, Nirval Building, Naxos Point, Mumbai 400 021
Corporate Identification No. (CIN): L32210MH1995PLC084780



Scanned by CamScanner



Offer: Computer Consultancy
Ref: TCSL/CT20182499141/Pune
Date: 27/09/2018

Ms. Purnima Ashok Patil
25 B, Balaji Nagar Karwand Naka,
Near Water Tank,
Shirpur-425405,
Maharashtra.
Tel# 91-9511252259

Dear Purnima Ashok Patil,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT) Unit**, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,53,569/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TCSL/CT20182499141

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Nipeti Tower, Ground Floor, 63/64, 10/3-A/1/2/3, TFS 1995, Nagar Road, Vashi (East), Mumbai, India - 401 106-1084
Tel: 91-20-9608-2777 Fax: 91-20-9608-7197 Website: www.tcs.com
Registered Office: Marol Bhendi, 8th Floor, Narayan Point, Mumbai-400 027
TCS-Careers ServiceLine: 1800-209-3111 Email: careers@tcs.com





COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹11,000/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹4,400/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹7,640/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Next Time, Global Floor 5, No. 101A/1/E20, CTS 1995, Nige Road, Waverly, Pune-411 006 India
T: +91 20 9606 7777 Fax: +91 20 4401 7130 Website: www.tcs.com
Registered Office: NRI Building, 9th Floor, Narayan Point, Mumbai 400 021
E: careers@tcs.com | 1800 201 2111 | tcs.hr@tcs.com





PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change based on your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Nagar Park, Ground Floor, 5/Jan 201A/1/125, CTS 1985, Nagar Road, Worliada Pune-411 006, India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7197 Website: www.tcs.com

Registered Office: Nandal Building, 9th Floor, Nariman Point, Mumbai-400 221

TCS Career Services: 1200 269 3111 Email: careers@tcs.com





Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing, if your performance is found unsatisfactory during the training period, the company may afford you opportunities to

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Wing: Tata, Ground Floor, 5th, 100/101/102, CTX, 199, Nagar Road, Newdelhi, India-110028

Tel: 91 20 9600 7777 Fax: 91 20 9600 1107 Website: www.tcs.com

Registered Office: Noida Building, 10th Floor, Noida Sector 16, Gurgaon-122002

TCS Careers Service@tcs.com, 1800 209 3711 Email: careers@tcs.com





possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice, if your services, behavior and/ or

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Nestlé Tower, Ground Floor, S.No. 302/A/1/1/28, CTS 1405, Nagar Road, Vashi, Maharashtra - 401 305, India
Tel: 91 20 4608 7777 Fax: 91 20 4608 7107 Website: www.tcs.com
Registered Office: Nandal Building, 9th Floor, Nariman Point, Mumbai 400 027
TCS Careers Service Line: 1800 204 3111 Email: careers@tcs.com





- Postgraduate degree certificate and mark sheets for all semesters (if you are a Postgraduate)
- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Ninth Floor, Central Plot, C/As 101/1A/11/12, CTY 100, Nagar Road, Borewells, Flyover, 400 015, India
Tel: 91 20 9808 2222 Fax: 91 20 9808 7100 Website: www.tcs.com
Registered Office: Wipro Building, 9th Floor, Narayan Pet, Marolli Nagar, 400 021
TCS Careers ServiceLine: 1800 200 2111 Email: careers@tcs.com





Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



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TCSL/CT20182499141

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Registered Office: Ground Floor, No. 103-A/1/129, CTS 1095, Nagar Road, Vengal Rao, Pune 411 004, India
Tel: 91 20 6628 7777 Fax: 91 20 6628 7107 Website: www.tcs.com
Registered Office: Nilmal Building, 99, Feroz, Naraina Point, Mumbai 400 071
TCS Careers ServiceLine: 1800 205 3111 Email: careers@tcs.com



Annexure 2

Regional Offices

<p>Ahmedabad Lead - Talent Acquisition Tata Consultancy Services Infocity, Info Tower - 1, 3rd Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712000 Fax: 079 - 66712001</p>	<p>Bangalore Lead - Talent Acquisition Tata Consultancy Services VYDDH AC-1 BLOCK, 22, EPH, Whitefield, Bangalore - 560 066 Tel: 080 - 67247000 Fax: 080 - 26410114</p>
<p>Chennai Lead - Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162333</p>	<p>Delhi Lead - Talent Acquisition Tata Consultancy Services 5th Floor, PFI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506553 Fax: 011 - 25311735</p>
<p>Hyderabad Lead - Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 Software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead - Talent Acquisition TATA Consultancy Services DDC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot - III / X, Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax: 033 - 6653 0003</p>
<p>Lucknow Lead - Talent Acquisition Tata Consultancy Services 1/1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead - Talent Acquisition Tata Consultancy Services Vantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhrian Road No. 2, Thane (West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782150</p>
<p>Pune Lead - Talent Acquisition Tata Consultancy Services Niyati Tiark, Ground Floor, S.No 103/A/L/125, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 - 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Keepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581 Tel - 0471 - 2319400 Fax - 0471 - 2315499</p>



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13

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tower, Ground Floor, S.No 103/A/L/125, CTS 1995, Nagar Road, Yerwada, Pune-411006, India

REGD. OFF. 20 6608 7777 Fax No. 20 6608 7107 Website: www.tcs.com

Registered Office: Newal Building, 9th Floor, Nariman Point, Mumbai-400 021

TCS Career Services: 1800 209 3111 Email: careers@tcs.com



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of Retainer/Consultant-ship, the Retainer/Consultant agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

The Retainer/Consultant agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and the Retainer/Consultant hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests the Retainer/Consultant may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Nagar Park, Ground Floor, 5/A/101A/11/12/1, CT 199, Nagar Road, Worli, Mumbai, India - 400 025

Tel: 91 20 6608 2777 Fax: 91 20 6608 7167 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service: 1800 209 21 17 | Email: careers@tcs.com

15



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by the Retainer/Consultant or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Registered Office: Ground Floor, No. 100, Nariman Point, Mumbai 400 025, India

Tel: 91 20 6608 7777 Fax: 91 20 6648 7100 Website: www.tcs.com

Registered Office: Narim Point Building, 9th Floor, Narim Point, Mumbai 400 025

TCS Careers Site: www.tcs.com Email: careers@tcs.com



17



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

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Tata Consultancy Services Limited

Head Office: Ground Floor, S No 105/A/1/129, CTS 1095, Nagar Road, Yerwada, Pune-411 006 India
Tel: 91 20 9608 2727 Fax: 91 20 6608 7107 Website: www.tcs.com
Regional Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai-400 021
TCS Careers Supportline: 1800 209 3311 Email: careers@tcs.com





assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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Tel: +91 20 9620 7777 Fax: +91 20 9620 7107 Website: www.tcs.com
Regional Office: Newkida Building, 10th Floor, Narayana Park, Mumbai 400 021
TCS Career Services: +91 20 9620 21 11 Email: careers@tcs.com





performance are not found satisfactory, TCSL may terminate your services by giving notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Head Office: Ground Floor, S.A. No. 105/8/1/1/29, CTS 1095, Nagar Road, Heriada, Pune-411 006 India
Tel: 91 20 4606 7777 Fax: 91 20 4606 7107 Website: www.tcs.com
Regional Office: Nand Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Career Services: 1-800-209-2111 Email: careers@tcs.com





same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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Tel: +91 22 6636 7777 Fax: +91 22 6636 7154 Website: www.tcs.com
Registered Office: Newal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careline: 1800 209 2111 Email: sales@tcs.com

10



GROSS SALARY SHEET

Annexure 1

Name	Paurnima Ashok Patil
Designation	Assistant System Engineer-Trainee
Institute Name	R.C.Patel Institute Of Technology, Shirpur

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	11,000	1,32,000
Bouquet Of Benefits #	13,457	1,61,480
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,320	15,840
Gratuity	529	6,349
Total of Annual Components & Retirals	1,849	30,089
TOTAL GROSS	28,806	3,53,569

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HSI - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,400	52,800
Leave Travel Assistance	917	11,000
Food Card	500	6,000
Personal Allowance	7,640	91,680
GROSS BOUQUET OF BENEFITS	13,457	1,61,480

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Registered Office: Nirval Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com





Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Retainer/Consultant and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software.

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Retainer/Consultant in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Retainer/Consultant.



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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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Tel: +91 2044026 7337 Fax: +91 2044030 7337 Website: www.tcs.com
Registered Office: Aerial Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service/Hot: 1800-209-3711; Email: careers@tcs.com



4. Prior knowledge

The Retainer/Consultant acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. The Retainer/Consultant further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

The Retainer/Consultant expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Retainer/Consultant of the Confidential Information.



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Work Time: Ground Floor, 5th Floor, 10th Floor, 13th Floor, 19th Floor, Nagar Road, Vashi, Maharashtra-411 006 India

Tel: 91 20 6638 7777 Fax: 91 20 6638 7107 Website: www.tcs.com

Registered Office: Marol Building, 80/1st Floor, Narayan Point, Mumbai 400 027

TCS Careers Service Centre: 1800 209 2111 Email: careers@tcs.com

16



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



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Wing-Tower, Ground Floor, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, 13th, 14th, 15th, 16th, 17th, 18th, 19th, 20th, 21st, 22nd, 23rd, 24th, 25th, 26th, 27th, 28th, 29th, 30th, 31st, 32nd, 33rd, 34th, 35th, 36th, 37th, 38th, 39th, 40th, 41st, 42nd, 43rd, 44th, 45th, 46th, 47th, 48th, 49th, 50th, 51st, 52nd, 53rd, 54th, 55th, 56th, 57th, 58th, 59th, 60th, 61st, 62nd, 63rd, 64th, 65th, 66th, 67th, 68th, 69th, 70th, 71st, 72nd, 73rd, 74th, 75th, 76th, 77th, 78th, 79th, 80th, 81st, 82nd, 83rd, 84th, 85th, 86th, 87th, 88th, 89th, 90th, 91st, 92nd, 93rd, 94th, 95th, 96th, 97th, 98th, 99th, 100th
Tel: 91 20 9600 2222 Fax: 91 20 9600 7101 Website: www.tcs.com
Registered Office: Airova Building, 15th Floor, Nariman Point, Mumbai 400 021
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

18

Offer mail Candidate Name : Tejaswini Patil and Vaishnavi Sharma

Inbox

?

accounts@cmots.com

Fri, Nov 2,
2018, 2:45
PM

to me, gopal

Dear madam,

We would like to inform you that the below candidate Ms. Tejaswini Patil and Ms. Vaishnavi Sharma has been shortlisted.

The designation and others are below for both the selected candidates :

DOJ : 17th December, 2018.
Designation : Software Developer
Location : Chembur, Mumbai
Salary : Rs 15000/- Gross per month
Probation period : 6 months
Office timing : 9am to 6pm (on 17.12.2018 they can come by 9.30 am)

Kindly collect the documents from the candidates and you may submit the same to Mr. Gopal Walhe :

- 1) Marksheet (Academic & Professional) (Originals and Copies)
- 2) Passport size photograph - 3no's.
- 3) Address Proof
- 4) ID Proof - PAN card is a must.
- 5) Aadhar Card copy is a must.

Thanks & Regards,

Sumati - A/c's Executive & HR/Admin Dept.
B: +91 (22) 2522 9720 Ext: 283
Mobile: 9769005436
Website : <http://www.cmots.com>



Offer mail Candidate Name : Sachin Patil and Pooja Desale

Inbox

?

accounts@cmots.com

Sat, Nov 17,
2018, 7:11 PM

to me, gopal

Dear madam,

We would like to inform you that the candidates Mr. Sachin Patil and Ms. Pooja Desale has been shortlisted.

The designation and others are below for both the selected candidates :

DOJ : 17th December, 2018.
Designation : Software Developer
Location : Chembur, Mumbai
Salary : Rs 15000/- Gross per month
Probation period : 6 months
Office timing : 9am to 6pm (on 17.12.2018 they can come by 9.30 am)

Kindly collect the documents from the candidates and you may submit the same to Mr. Gopal Walhe :

- 1) Marksheet (Academic & Professional) (Originals and Copies)
- 2) Passport size photograph - 3no's.
- 3) Address Proof
- 4) ID Proof - PAN card copy is a must.
- 5) Aadhar Card copy is a must.

Kindly note we also have development department at our Chennai branch, so candidates should be ready to reallocate in future if required depending upon company projects at our Chennai branch.

Thanks & Regards,

Sumati - A/c's Executive & HR/Admin Dept.
B: +91 (22) 2522 9720 Ext: 283
Mobile: 9769005436
Website : <http://www.cmots.com>



**Sample Offer Letter
2019-2020**

Short Listing Letter

Date :- 24-02-2019

Dear Shubham Rajendra Gaware

Thank You for your Recent application for the position

of CSE

I am pleased to inform you that you have been shortlisted for the position of CSE and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. Your are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. 14K To Rs. in probation/contract period of six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Shubham
Yours faithfully,

Gaware Shubham Rajendra

Company Name Agies Ltd



[Handwritten signature]

Short Listing Letter

Date - 24/02/2019

Dear Girish Bhagyashri Bhujasing

Thank You for your Recent application for the position

of CSE

I am pleased to inform you that you have been shortlisted for the position of CSE and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. 14K To Rs. in probation/contract period or six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Girish Bhagyashri Bhujasing

Company Name Agies Ltd.



Short Listing Letter

Date :- 24/02/2019.

Dear Jangid Hanishkumar Bhajanlal,

Thank You for your Recent application for the position

Of CSE

I am pleased to inform you that you have been shortlisted for the position of CSE and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs 34 To Rs..... in probation/contract period of six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Jangid
Hanishkumar

Yours faithfully,

Jangid Hanishkumar Bhajanlal

Company Name Agies Ltd



[Handwritten signature]

Short Listing Letter

Date - 24 - Feb, 2019

Dear Khaliq Juber Ashik

Thank You for your Recent application for the position

Of CSE

I am pleased to inform you that you have been shortlisted for the position of CSE and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. Your are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. 1.5k To Rs. in probation/contract period or six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

[Signature]

Khaliq Juber Ashik

Company Name Agies Ltd



[Large Signature]

Short Listing Letter

Date :- 24/02/2019

Dear Solanki peashwa

Thank You for your Recent application for the position

Of CSE

I am pleased to inform you that you have been shortlisted for the position of CSE and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. 14K To Rs. in probation/contract period or six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Peashwa
Yours faithfully,

Solanki peashwa vijay

Company Name Agies Ltd



(Handwritten signature)

PRISTINE AYUR INDIA PVT.LTD

6 First Floor, Monika Building,
Opp Ganesh Hotel, Pimpri, Pune-411017
Contact: 96 2329 8383
email:pristineayurindia@gmail.com
visit us @pristineayurindia.com



Offer Letter

Dear Lohar Komal Vijay
power nager, shivaj
mob No - 9673251988

We are happy to offer you the following position in our organization with the following terms and conditions indicating below

Position:

You are appointed as a **Health Advisor** from 24 / 2 / 2019

Documents For Joining Formalities

- 1) Resume
- 2) Adhar Card/Voter id Card/Passport(xerox copy)
- 3) Marklist(xerox copy)
- 4) Passport size 2 Photo

You will be offered monthly salary 10,000/- (In Training Period)

You will get promotions on basis of your performance and company criteria. There are 4 hierarchy levels in company

- 1) Health Advisor
- 2) Trainer
- 3) Team Leader
- 4) Branch Manager

You will get promoted to Branch manager level after around 2 to 6 months. And you will get around 22,000 /-pm
All decision of promotions is purely based on performance and dedication towards company. Company reserves rights to promote or demote.

We @ Pristine Ayur India Committed For Your Better Future, Wish you all the best

Your Sincerely



For Pristine Ayur India Pvt.Ltd.



Kindly let us have the duplicate copy of this letter signed by you in token of your acceptance of these terms and conditions

24/2/19
Sign with Date

PRISTINE AYUR INDIA PVT.LTD

6, First Floor, Muni Ka Building
Opp Ganesh Hotel Pimpri, Pune 411017,
Contact: 96 2323 8383
email: pristineayurindia@gmail.com
visit us @ pristineayurindia.com



Offer Letter

Dear Baviskar Vishal
madhukar no. 9561337254
Add. At post karwad tal shirur dist chole

We are happy to offer you the following position in our organization with the following terms and conditions indicating below:

Position:

You are appointed as a **Health Advisor** from 24/02/2019

Documents For joining Formalities

- 1) Resume
- 2) Adhar Card/Voter id Card/Passport(xerox copy)
- 3) Marklist(xerox copy)
- 4) Passport size 2 Photo

You will be offered monthly salary 10,000/- (In Training Period)

You will get promotions on basis of your performance and company criteria. There are 4 hierarchy levels in company

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- 2) Trainer
- 3) Team Leader
- 4) Branch Manager

You will get promoted to Branch manager level after around 2 to 6 months. And you will get around 22,000/-pm
All decision of promotions is purely based on performance and dedication towards company. Company reserves rights to promote or demote.


We @ Pristine Ayur India Committed For Your Better Future, Wish you all the best

Your Sincerely



For Pristine Ayur India Pvt.Ltd.

Kindly let us have the duplicate copy of this letter signed by you in token of your acceptance of these terms and conditions.


Date: 24-02-2019



PRISTINE AYUR INDIA PVT.LTD

6, First Floor, Monika Building,
opp Ganesh Hotel, Pimpri, Pune-411017.
Contact: 96 2323 8383
email: pristineayurindia@gmail.com
visit us @ pristineayurindia.com



Offer Letter

Dear Walekari Sangeeta Binodini,
At Post New Bhumper
Tal Shivajinagar Dist Dhule.
7448142739

We are happy to offer you the following position in our organization with the following terms and conditions indicating below:

Position:

You are appointed as a Health Advisor from 24/01/2019

Documents For Joining Formalities

- 1) Resume
- 2) Adhar Card/Voter id Card/Passport(xerox copy)
- 3) Marklist(xerox copy)
- 4) Passport size 2 Photo

You will be offered monthly salary 10,000/- (In Training Period)

You will get promotions on basis of your performance and company criteria. There are 4 hierarchy levels in company

- 1) Health Advisor
- 2) Trainer
- 3) Team Leader
- 4) Branch Manager

You will get promoted to Branch manager level after around 2 to 6 months. And you will get around 22,000 /-pm
All decision of promotions is purely based on performance and dedication towards company. Company reserves rights to promote or demote.

We @ Pristine Ayur India Committed For Your Better Future, Wish you all the best

Your Sign



For Pristine Ayur India Pvt.Ltd.

Kindly let us have the duplicate copy of this letter signed by you in token of your acceptance of these terms and conditions.

Sign with Date

Signature 24-01-19

PRISTINE AYUR INDIA PVT.LTD

ii, First Floor, Monika Building,
Opp Ganesh Hotel, Pimpri, Pune-411017.
Contact: 96 2323 8383
email: pristineayurindia@gmail.com
visit us @ pristineayurindia.com



Offer Letter

Dear Pahl Priyanka Kishor
At post Tarbadi Tal-Shinpur
Dist : Dhule mobile no :- 9766443371

We are happy to offer you the following position in our organization with the following terms and conditions indicating below:

Position:

You are appointed as a Health Advisor from 24/02/2019

Documents For Joining Formalities

- 1) Resume
- 2) Adhar Card/Voter id Card/Passport(xerox copy)
- 3) Marklist(xerox copy)
- 4) Passport size 2 Photo

You will be offered monthly salary 10,000/- (In Training Period)

You will get promotions on basis of your performance and company criteria. There are 4 hierarchy levels in company

- 1) Health Advisor
- 2) Trainer
- 3) Team Leader
- 4) Branch Manager

You will get promoted to Branch manager level after around 2 to 6 months. And you will get around 22,000 /-pm decision of promotions is purely based on performance and dedication towards company. Company reserves rights to promote or demote.

We @ Pristine Ayur India Committed For Your Better Future ,Wish you all the best

Your Sincerely,



For Pristine Ayur India Pvt. Ltd.



Kindly let us have the duplicate copy of this letter signed by you in token of your acceptance of these terms and conditions..

[Signature] 24/02/19
Sign with Date

PRISTINE AYUR INDIA PVT.LTD

6, First Floor, Monika Building
Opp. Gateway Hotel, Fimpr, Pune-411017.
Contact: 91 2323 8383
email: pristineayurindia@gmail.com
visit us @: pristineayurindia.com



Offer Letter

Dear Mahale Anshay Sayman
Adi. of post chirpuz Dist-dhule
NO:- 84891332E

We are happy to offer you the following position in our organization with the following terms and conditions indicating below:

Position:

You are appointed as a **Health Advisor** from 24/2/2019

Documents For Joining Formalities

- 1) Resume
- 2) Adhar Card/Voter id Card/Passport(xerox copy)
- 3) Marklist(xerox copy)
- 4) Passport size 2 Photo

You will be offered monthly salary 10,000/- (In Training Period)

You will get promotions on basis of your performance and company criteria. There are 4 hierarchy levels in company

- 1) Health Advisor
- 2) Trainer
- 3) Team Leader
- 4) Branch Manager

You will get promoted to Branch manager level after around 2 to 6 months. And you will get around 22,000 /-pm
All decision of promotions is purely based on performance and dedication towards company. Company reserves rights to promote or demote.

We @ Pristine Ayur India Committed For Your Better Future, Wish you all the best

Your Sincerely



For Pristine Ayur India Pvt.Ltd.

Kindly let us have the duplicate copy of this letter signed by you in token of your acceptance of these terms and conditions.

[Signature]
Sign with Date

Short Listing Letter

Date :- 24/02/19

Dear Vishal Bawalew

Thank You for your Recent application for the position

Of BPO / IC PO

I am pleased to inform you that you have been shortlisted for the position of and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. ^{10L}..... To Rs. ¹²⁰⁰⁰..... in probation/contract period or six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Mr. Santosh

Company Name Balaji Global



Short Listing Letter

Date :- 24/02/19

Dear Akshay Mahate

Thank You for your Recent application for the position

of Marketing

I am pleased to inform you that you have been shortlisted for the position of
..... and will be invited to attend to final interview at our office as soon as
possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ
on same day. You are requested to carry all your original certificates for qualification and
previous salary slips Appointment etc.

Your monthly salary will be approxmately CTC Rs. ^{10L} To Rs. ^{12,000/-} in probation/contract period
or six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report
on the pre-decided final interview date. It will be considered that you are not interested for
joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Mr. Santosh

Company Name Balaji Telobel



Short Listing Letter

Date - 24/02/19

Dear Nishi Gupta

Thank You for your recent application for the position

of BPO / KPO

I am pleased to inform you that you have been shortlisted for the position of
..... and will be invited to attend to final interview at our office as soon as
possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ
on same day. You are requested to carry all your original certificates for qualification and
previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. ^{10L}..... To Rs. ^{12L}..... in probation/contract period
or six months OI one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report
on the pre-decided final interview date. It will be considered that you are not interested for
joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Mr. Sanjiv

Company Name Relaji Global



Short Listing Letter

Date - 24/02/19

Dear Ashwini Bari

Thank You for your Recent application for the position

Of BPO/KPO

I am pleased to inform you that you have been shortlisted for the position of
..... and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. ^{10K}..... To Rs. ^{10,000}..... in probation/contract period of six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Mr. Santosh

Company Name Balaji ekbal



9657320253

Short Listing Letter

Date :- 24/02/19

Dear Snehal Joshi

Thank You for your Recent application for the position

of BPO (Telesales)

I am pleased to inform you that you have been shortlisted for the position of _____ and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. ¹⁰⁰⁰⁰ To Rs. ¹⁰⁰⁰⁰ in probation/contract period of six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our organization, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Mr. Santosh

Company Name Balaji Global.



Short Listing Letter

Date: 24/02/19

Dear Pranjal Patel

Thank You for your Recent application for the position

of Full Java developer

I am pleased to inform you that you have been shortlisted for the position of
..... and will be invited to attend to final interview at our office as soon as
possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ
on same day. You are requested to carry all your original certificates for qualification and
previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. 10L To Rs. 10,000/- in probation/contract period
of six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report
on the pre-decided final interview date. It will be considered that you are not interested for
joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

Mr. Sardesh



Company Name Belaji Global

Short Listing Letter

Date :- 24/2/19

Dear Lohar Komal Vijay

Thank You for your Recent application for the position

Of

I am pleased to inform you that you have been shortlisted for the position of Assembly operator and will be invited to attend to final interview at our office as soon as possible. Once cleared final interview will be giving the offer letter with fix salary and DOJ on same day. You are requested to carry all your original certificates for qualification and previous salary slips Appointment etc.

Your monthly salary will be approximately CTC Rs. ^{10K} To Rs. ^{10,000} in probation/contract period or six months OR one year. You shall receive your payment on or before 7th of every month.

Short listing stands cancelled in case there is deviation in information or your fail to report on the pre-decided final interview date. It will be considered that you are not interested for joining with our origination, if there is no response from your end.

Looking forward for a great and long professional relationship

Yours faithfully,

.....

.....

Company Name Harbor Appliances Pvt Ltd

Ranvijay Pure





Date: 11th May, 2019

Dear Rohit Vohwani

Congratulations! We are pleased to inform you that you have been selected for the position of Executive in BAND 1 at Hexaware Technologies Limited, Mumbai. Your date of joining will be 20th May, 2019. Your compensation structure is as follows:

COMPONENTS			
A. Monthly	1.1 Basic	INR	75,000
	1.2 HRA	INR	47,000
	1.3 VPA	INR	30,400
	Total (A)	INR	152,400
B. Benefits	2.1 Provident Fund	INR	8,400
	2.2 GPF & Mediclaim	INR	1,000
	2.3 ESIC	INR	8,040
	2.4 Bonus	INR	10,000
Total (B)	INR	25,200	
TOTAL CTC: (A+B)		INR	1,77,600

MONTHLY TAKE HOME CALCULATION		
COMPONENTS MONTHLY	MONTHLY TAKE HOME @ 3 RATING	MONTHLY TAKE HOME BASED ON RATING
Gross (Refer to Total (A) above)	INR 13,000	Rating 1 INR 11,261
Add: Bonus @ 15%	INR 1,000	Rating 2 INR 12,101
Less: ESIC (1.75% of Gross Salary)	INR 247	Rating 3 INR 12,981
Less: PF Contribution (12% of 1.1)	INR 708	Rating 4 INR 12,761
Less: Profession Tax	INR 200	Rating 5 INR 14,561
Net Take Home Salary	INR 12,911	

Variable Performance Allowance will be paid based on the ratings at the end of every month for Band 1. These ratings will be given for your performance in line with the KRAs. The amount will be paid in the month following the end of the period. VPA for employees for the training period will be paid at a default rating of 2. In case you exceed performance and get a rating of 4 and above you will be entitled to make more than your Target Variable Pay as mentioned above in the structure.

Bonus - Advance Bonus @ 15% will be paid as a part of the monthly take home. The final bonus is payable as per Payment of Bonus Act 1965 which will be decided & paid before Diwali after adjusting the amount paid out as a monthly component.

Gratuity - is payable as per statutory norms.

Notice Period - Any voluntary termination of employment by an employee requires a notice of 7 working days during the probation period of three months and one month's written notice post confirmation in Hexaware BPS.

Probation Period - An employee is eligible for Confirmation post the completion of the Probation period subject to a satisfactory performance review. The Probation period may be extended upto a maximum of 3 months by the reporting manager and the same shall be binding on the employee.

The above salary is subject to income tax deductions & is calculated based on the Statutory provisions prevailing at the time of issue of this letter which may change from time to time as per Government rules and regulations.

The Company provides Subsidized Canteen & Transportation facility (for regular shifts only) as part of the Employee Welfare scheme and is not considered as a part of the CTC.



HEXAWARE TECHNOLOGIES LTD. (HEXAWARE BPS)

Bldg No. 3, Millennium Business Park, Sector - II, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, Maharashtra-400710, [INDIA]. Tel.: +91 22 2778 3300, Fax: +91 22 2778 2370

Regd. office: Bldg No. 152, Millennium Business Park, Sector - II, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, Maharashtra 400710, [INDIA]. Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500

(CIN) : L72900MH1992PLC069662 URL : www.hexaware.com



- Policies
 Leave Entitlement -
 Rules related to Earned Leaves and Sick Leaves

Eligibility & Procedure

	Earned Leave	Sick Leave
Entitlement for confirmed employees	21 days per calendar year of service, or pro-rata for partial period of service in a calendar year	7 days per calendar year of service, or pro-rata for partial period of service in a calendar year.

Mediclaim Policy -

The coverage is for all Hexaware BPS employees

MEDICLAIM GRADE AND SUM INSURED		
Grade	Sum - Insured	Policy Type
Band 1	Rs. 125000	Individual
Band 2	Rs. 150000	Self + Spouse
Band 3	Rs. 250000	Self + 3
Band 4	Rs. 500000	Self + 3

Group Life Insurance Policy -

The coverage is for all Hexaware BPS employees

GROUP LIFE INSURANCE POLICY GRADE AND SUM INSURED	
Grade	Sum - Insured
Band 1	Rs. 4,50,000
Band 2	Rs. 6,00,000
Band 3	Rs. 15,00,000
Band 4	Rs. 20,00,000

* The employees will be eligible for Mediclaim and GLIP benefits under this scheme only after completion of 1 month from the date of joining.

For Hexaware Technologies Limited



Dipi Ganasegi
 Deputy Manager - Human Resources

ACCEPTANCE

_____, have read and understood the above terms and conditions governing the services and employment at Hexaware Technologies Limited., and the same are acceptable to me.

Place:

Signature:

Date:





Date: 16-May-2019

Sub: Rendering of Services

Dear Rajshree Patil,

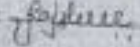
With reference to your application and our subsequent meetings and discussions we are pleased to engage your services as an "Temp-Associate" at our Mumbai office on the following terms:-

- a) The assignment shall commence on 20th May 2019 till 20th August 2019
- b) You will devote your full energy, knowledge and expertise for discharging the desired assignments.
- c) In consideration of your services, we will be pleased to offer you professional fees of Rs.10000/- per month (Subject to tax deduction at source @ 10% if professional fees during a financial year exceeds Rs. 30,000 if PAN No. is provided & @ 20% if PAN No. is not provided).
- d) The payment will be made by Cheque for the period for which the services have been rendered.
- e) You shall co-operate in getting the invention or knowledge, if any, discovered in pursuance of your engagement, duly patented in the name of the Company.
- f) At no time, you shall divulge our trade secrets or business information to any outsider.
- g) During the assignment, you are not entitled to any paid leaves.
- h) This arrangement is liable to be terminated by either side, at any time, by giving three days prior notice in writing without assigning any reason whatsoever and no compensation in lieu thereof shall be payable.

Kindly sign and return the duplicate copy of this letter as a token of your having accepted the terms and conditions mentioned above.

Yours faithfully,
For Hexaware Technologies Limited

Dipti Ganasagi
Deputy Manager- Human Resources

Accepted: 
Date: 20/05/2019



HEXAWARE TECHNOLOGIES LTD. (HEXAWARE BPS)

Bldg No. 3, Millennium Business Park, Sector - II, A Block, TTC Industrial Area, Mahape,
Navi Mumbai, Maharashtra 400710 (INDIA) Tel: +91 22 2778 3300, Fax: +91 22 2778 2370

Regd. office: Bldg No. 152, Millennium Business Park, Sector - II, A Block, TTC Industrial Area, Mahape,
Navi Mumbai, Maharashtra 400710 (INDIA) Tel: +91 22 6791 9595, Fax: +91 22 6791 9500

ICIN: 172900MB11992FLC069662 URL: www.hexaware.com



Date: 11th May 2019

Dear Ajay Gansani

Congratulations! We are pleased to inform you that you have been selected for the position of **Executive in BAND 1** at Hexaware Technologies Limited, Mumbai. Your date of joining will be 20th May 2019. Your compensation structure is as follows:

COMPONENTS		PM	PA
A: Monthly			
1.1 Basic	INR	5,900	INR 70,300
1.2 HRA	INR	3,965	INR 47,580
1.3 VPA	INR	3,200	INR 38,400
Total (A)	INR	13,065	INR 156,280
B: Benefits			
2.1 Provident Fund	INR	708	INR 8,496
2.2 CLF & Mediclaim	INR	155	INR 1,860
2.3 ESIC	INR	671	INR 8,046
2.4 Bonus	INR	1,400	INR 16,800
Total (B)	INR	2,934	INR 35,202
TOTAL CTC: (A+B)	INR	16,000	INR 192,000

MONTHLY TAKE HOME CALCULATION		
COMPONENTS MONTHLY	MONTHLY TAKE HOME @ 5% RATING	MONTHLY TAKE HOME BASED ON RATING
Gross/Refer to Total(A) (above)	INR 13,065	Rating 1 INR 11,361
Add: Bonus @ 10%	INR 1,000	Rating 2 INR 12,101
Less: ESIC (1.75% of Gross Salary)	INR 247	Rating 3 INR 12,961
Less: PF Contribution (12% of 1.1)	INR 708	Rating 4 INR 13,761
Less: Profession Tax	INR 200	Rating 5 INR 14,561
Net Take Home Salary	INR 12,961	

• **Variable Performance Allowance** will be paid based on the ratings at the end of every month for Band 1. These ratings will be given for your performance in line with the KRAs. The amount will be paid in the month following the end of the period. VPA for employees for the training period will be paid at a default rating of 2. In case you exceed performance and get a rating of 4 and above you will be entitled to make more than your Target Variable Pay as mentioned above in the structure.

• **Bonus** – Advance Bonus @ 10% will be paid as a part of the monthly take home. The final bonus is payable as per Payment of Bonus Act 1965 which will be decided & paid before Diwali after adjusting the amount paid out as a monthly component.

• **Gratuity** – is payable as per statutory norms.

• **Notice Period** - Any voluntary termination of employment by an employee requires a notice of 7 working days during the probation period of three months and one month's written notice post confirmation in Hexaware (P's).

• **Probation Period** - An employee is eligible for Confirmation post the completion of the Probation period subject to a satisfactory performance review. The Probation period may be extended upto a maximum of 3 months by the reporting manager and the same shall be binding on the employee.

The above salary is subject to income tax deductions & is calculated based on the Statutory provisions prevailing at the time of issue of this letter which may change from time to time as per Government rules and regulations.

The Company provides Subsidized Canteen & Transportation facility (for regular shifts only) as part of the Employee Welfare Scheme and is not considered as a part of the CTC.



HEXAWARE TECHNOLOGIES LTD. (HEXAWARE BPS)
 Bldg No. 3, Millennium Business Park, Sector - II, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, Maharashtra-400710, (INDIA). Tel. : +91 22 2778 3300, Fax: +91 22 2778 2390
 Regd. office: Bldg No. 152, Millennium Business Park, Sector - II, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, Maharashtra-400710, (INDIA). Tel. : +91 22 6791 9595, Fax: +91 22 6791 9500
 (CIN) : L72900MH1992PLC069662 URL : www.hexaware.com



- Policies
 Leave Entitlement -
 Rules related to Earned Leaves and Sick Leaves

Eligibility & Procedure

	Earned Leave	Sick Leave
Entitlement for confirmed employees	21 days per calendar year of service, or pro-rata for partial period of service in a calendar year.	7 days per calendar year of service, or pro-rata for partial period of service in a calendar year.

Mediclaim Policy -

The coverage is for all Hexaware BPS employees

MEDICLAIM GRADE AND SUM INSURED		
Grade	Sum - Insured	Policy Type
Band 1	Rs. 125000	Individual
Band 2	Rs. 150000	Self + Spouse
Band 3	Rs. 200000	Self + 3
Band 4	Rs. 500000	Self + 3

Group Life Insurance Policy -

The coverage is for all Hexaware BPS employees

GROUP LIFE INSURANCE POLICY GRADE AND SUM INSURED	
Grade	Sum - Insured
Band 1	Rs. 4,00,000
Band 2	Rs. 8,00,000
Band 3	Rs. 15,00,000
Band 4	Rs. 50,00,000

* The employee will be eligible for Mediclaim and GLIP benefits under this scheme only after completion of 1 month from the date of joining.

For Hexaware Technologies Limited



Dipal Desai
 Deputy Manager- Human Resources



ACCEPTANCE

I, _____, have read and understood the above terms and conditions governing the services and employment of Hexaware Technologies Limited, and the same are acceptable to me.

Place:

Signature:

Date:



Letter of Interest

To

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would soon be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on [www.netandskillsregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

The Company reiterates that this letter is being issued to interest you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm_campusm@infosys.com. 800-067078

Yours sincerely,

For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:

Raghavendra K
Senior Vice President &
Global Head- HRD

Signature:
Issuer's Name: King Manu
Issuer's Emp. No.: 140031

Name: Rohabh S Aravamud
Date: 02/ Feb / 2019
Location: Bangalore (CIC Palm Street)



Letter of Interest

To

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

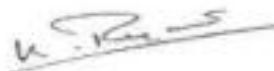
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The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpm_campusteam@infosys.com. 090-40670678

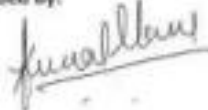
Yours sincerely,

For Infosys BPM Ltd.



Raghavendra K
Senior Vice President &
Global Head- HRD

Issued By:



Signature:
Issuer's Name: Kunal More
Issuer's Emp. No.: 840031

Acknowledgement of receipt:



Name: Anil Mukesh Mankani
Date: 04-10-2019
Location: Shivpu (RCPET-IMRD)



**Sample Offer Letter
2020-2021**

6. You will be based in Pune and your place of work will be discussed and agreed with your reporting manager. We will ensure that you have the facilities and equipment to perform your duties, as indicated by BBD, and this will be paid for by BBD.
7. You are required to familiarize yourself with the proceedings/rules, policies and regulations as displayed on company notice boards and/or issued by the company from time to time. It should be noted that in addition to the normal application of the company's Disciplinary Procedure, the company applies a strict rule of "NO WORK - NO PAY" for all unauthorized stoppages/absences. Please contact your immediate superior should you have any queries in this regard.
8. You will be required to adhere to all the company's reasonable policies and rules relating to its staff, as implemented, amended and notified to you in writing by the company from time to time.
9. Should you require to be absent from work for any reason whatsoever, you must either personally or through Human Resources, notify the company immediately of this and also of when you expect to be able to return to work. Please note that any absence from work will be unpaid leave.
10. BBD reserves the right to alter / modify working hours, leave, facilities / amenities within the statutory limits.
11. During your tenure with the company you will, at all times, observe secrecy in respect of any technical, trade or business documents, customers names/business details or any other information that might come to your knowledge or possession, which according to the company are necessarily confidential and form valuable property of the company. You shall not discuss nor cause the discussions of any such data in any manner whatsoever. You will also be responsible for the protection and furtherance of the company's best interest at all times, including after you cease to be on the company's role. In addition in the event of your leaving the company's services, you are expected not to take up employment or enter into any type of business/commercial association with any of the company's client or their associates for a period of two year from the date of engagement.
12. You are to treat as strictly confidential the affairs of BBD and its customers and / or any information that may come to know during the course of your tenure with BBD, the divulgence of which to anyone outside the company might prove detrimental to the interests of BBD in its opinion. Breach of this condition on your part will entitle BBD to immediately terminate your services.

13. You will be required to sign a Non-Disclosure agreement with BBD, which is attached to this letter. Additionally, you will be subject to BBD Non-Disclosure, Non-Compete and Inventions Agreement that you will also be required to sign upon your engagement. The Company reserves the right to terminate your services without any compensation or notice thereof, if you are found to be in moral breach of your responsibilities, or following a code of conduct, not in line with the Company's guidelines and values, or if any information provided by you is at any time, found to be false, or if you are in contravention of the terms of this letter or in the opinion of the Company you have committed any misconduct.
14. You are strictly prohibited from bringing any unauthorized / infringed copies of software on to the office premises, from any external sources or copying software on the system to another which may include any violations of the provisions of the copyrights act.
15. You will devote your full time to the work of BBD and shall not undertake any direct / indirect business or work, honorary or remunerative except with the written permission of the company.
16. Upon termination of your Contract Letter, you will return to the Company all documents/floppies/CDs, hardware such as laptop, headbone, data card etc and any other article and/ or copies thereof belonging to the Company or its Clients, which may at the time be in your possession.
17. You will forthwith inform BBD of any changes in your residential address & contact telephone number.
18. At the time of joining you are requested to submit copies of your identity proofs (passport, driving license, PAN Card) academic certificates, proof of date of birth (birth certificate or matriculation certificate) and photograph.
19. We look forward to your fruitful association and participation in our company.
20. Please return the duplicate of this letter, duly signed, in token of acceptance of the terms and conditions of your contract.

Offered by:

036227961

Banika Bhatnagar and Dominick Inella PVT Ltd



I accept this Contract letter on all of the stipulated terms and conditions as noted above.

Name: Vaishali Santesh Pandeshi Date: 24/09/2021

The commencement date of the Contract Letter with Barone Budge and Dominick India Pvt Ltd will be

24/09/2021



16-Aug-2021

Dear Pankaj Patil,
BCA, Computer Application
Kee'S Pratap College Amalner

Candidate ID – 17262565

Thank you for exploring career opportunities with Cognizant Technology Solutions India Private Limited ("Cognizant"). You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR 251,999/-. This includes an annual target incentive of INR 12,000/- as well as Cognizant's contribution of INR 19,500/- towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs.284,111/-. This includes an annual target incentive of INR 12,000/- as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focus primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

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3.1 Cognizant Internship:

- a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.
- b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

3.2 Continuous Skill Development (CSD) Program:

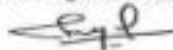
- a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.
- b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

3.3 GenC Training Post joining:

- a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.
- b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.



Maya Sreekumar
Vice President – Human Resources

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Compensation and Benefits

Name: Pankaj Patil Designation: Programmer Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	6000	78,000
2	HRA*	2600	31,200
3	Company's contribution of PF #	1475.892857	17,711
4	Advance Statutory Bonus***	2000	24,000
5	Special Allowance*	5330	63,960
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	469	5,628
	Annual Gross Compensation		220,499
	Incentive Indication (per annum)**		12,000
	Annual Total Compensation		232,499
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		251,999

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

Leave & Vacation:

• From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

Provident Fund Wages:

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

Employees State Insurance:

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

*** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of _____ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thorapakkam, Old Mahabalpuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;
AND

Pankaj Patil, 22, residing at _____ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.
The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the

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Cognizant

Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole

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discretion and notified to you in advance.

c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- I. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated

Rfqd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company.

c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

13. Unauthorized Absence

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations

+ Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

18. Dispute Resolution and Governing law

The Parties shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto), are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

Cognizant Technology Solutions India Private Limited Pankaj Patil

Sign: _____

Sign: _____

Name:

Name:



iSASH IT Solution Pvt

Applying Ultimate Imagination

Ms. Gitanjali M Salunkhe
Pune,
India

Dated: 25th .03.2021

Dear Gitanjali,

Based on our discussions held, we are pleased to inform you that you have successfully cleared the selection process at **iSASH IT SOLUTION PVT LTD**. We hereby extend our offer to you and welcome you to **iSASH IT SOLUTION PVT LTD** as "Software Engineer". This offer is valid subject to you joining us on 26th - 03- 2021.

All other terms and conditions are as per company policy. Your appointment letter will be handed over to you on the date of joining. At the time of joining, it is mandatory to furnish the photocopies of the following document:

- Educational qualification certificates along with mark statements (X, XII, Diploma and Degree etc.)
- Permanent Income-tax Account Number
- Proof of permanent address
- Five Passport size photographs

Please get back to us, if you require any further clarifications.
We look forward to your joining our team and to your valued contribution to **iSASH**.

For iSASH IT Solution Private Limited



Shobha Ghuge
HR Manager
iSASH IT Solution Private Limited



Address : Saniya Complex, Ground Floor, In Front of Kharadi Bypass BRT Bus Stop, Near Rakshak Hospital, Chandannagar, Kharadi, Pune-411014, India Mob:7020279123
Web: www.isashitsolution.com Email: hr@isashitsolution.com

30 August 2020

Private & Confidential

Sub: - Draft Offer Letter for the internship

Dear Mukesh,

This is with reference to your submission of solved assignments and subsequent interview for WKA Technologies Pvt. Ltd. We thank you for submitting the assignments and appearing for interview. We are pleased to offer you internship for software development job in the Company on the following terms and conditions:

1. APPOINTMENT

You can join us at the earliest by completing your college formalities and you can continue with us with internship for the period allowed by your college/university. You can work from home. Since it is work from home, you should be available on virtual communication mode such as con-call, WhatsApp, Zoom, WebEx, TeamViewer etc. whenever required. Make sure you have all essential devices available to work and communicate with you effectively.

2. EMOLUMENTS

During internship period your stipend per month will be Rs.10,000/- (at hand) If your performance is outstanding, we may increase your stipend.

3. RESPONSIBILITIES

We suggest you, use time you have before joining to learn and practice programming, SQL queries so that you can get started soon.

1



<http://www.realizertech.com> | contactus@realizertech.com

We Realize Your Dreams

To,

The Principal/Director,

Subject: Internship Opportunities at Realizer Technologies.

Respected Sir/Madam,

At Realizer Technologies, we offer internship opportunities to engineering (CS&IT) & MCA Students.

We would like to inform you, we are starting the Internship Process for this year.

Realizer Technologies is the youngest and one of the fastest-growing organization. We work in different fields of technologies.

Training and projects are awarded to candidates during the Internship. Performing Candidates will get recruited on company payroll during and after the internship.

Great news is we do provide a competitive stipend to candidates during internship

For further details, feel free to contact priyanka.chavan@realizertech.com or our HR Department 93701 92256.

cooperation and a positive response would be appreciated.

Thanks and Regards,

**Priyanka S Chavan, HR Manager
Realizer Technologies.**

Realizer Technologies, 401, Mate Height's, Magarpatta City , Pune 411028

<http://www.realizertech.com> | Contactus@realizertech.com

Reg. Off: 2nd Floor, SM, Tower,
Karvenagar, Pune, 411052
www.ssptechnosys.com
hr@ssptechnosys.com



Offer Letter

SSP Technology Pune,
Reg. Off: 2nd Floor, SM, Tower,
Karvenagar, Pune. 411052, MH,
India.
www.ssptechnosys.com

Ref: CustDev-SD856-2021
Ms. Dehuti Dashrath Bhokare
A/P- AtPost-Gudhe Tal-Bhadgaon Dist- Jalgaon, MH, India.

Dear Dehuti,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Trainee Software Engineer -L1** with SSP Technology Pune. We take this opportunity to welcome you to SSP Technology Pune. We value your abilities and believe you will find our work environment to be challenging and fulfilling.

Date of joining:

You have joined us on **01st Jan 2021.**

Location/Transfer:

You will be based out of our Pune location. The company may require you to work at other company locations and on customer's site, both inside or outside India.



[Signature]

Authorized Person



Pro Tuple IT Venture

WE ARE ORGANIZED, IMMUTABLE CLASS OF USER DEFINED QUALITIES.

Registration No: 2020900314827291

November 25, 2020

Mr. Mukesh Badgajar

24, Saraswati Colony,
Nimzari Naka, Shirpur,
Dhule, Maharashtra.

Training Offer

Dear Mr. Mukesh,

With reference to your application requesting for affording the requisite training in preferred subject, We Offer You "Trainee Jr. Software Developer", we are pleased to suffice your requirement and provide you with the necessary training for personal and professional skills development; the same would be subject to below conditions:

1. Your training would be conducted for Six months beginning from Dec 01, 2020. Your continued participation in the training will be dependent upon successful completion of learning objectives as scheduled in the training plan. If you successfully complete the training program, you stand to get a chance of being offered employment at Pro Tuple IT Venture subject to management's discretion.
2. The training period can be extended at the discretion of the Company, till the training plans and modules are successfully completed.
3. You shall be reimbursed with Rs. 10,000 per month in lieu of expenses during training.
4. In case your performance is not found satisfactory during such a period of training, including extended period if any, your training shall cease with immediate basis, without management affording you any reasons to said effect or on expiry of such period of training or extended period of training and you shall be informed of the same in writing. If you wish not to continue the training, you shall have to give an advance 30 days' notice for your intention to the management, if you fail to provide such advance notice, the management will be in its legal right to claim complete reimbursements / charges it has already paid to you during your training.
5. Pro Tuple is committed to providing you with suitable training, counselling and support to prepare you to enter and succeed in the target position.
6. During the tenure of service, you will treat all information coming to you as strictly confidential and the information contained in all documents and papers and other matters relating to the company shall not be divulged by you to any person other than those of management. You shall not take any papers, books, computer software, materials, document or any other property of the organization out of the work premise nor shall you in any way at any time(s) disclose, divulge to anybody or make public any information or matters concerning the activities, accounts, transaction, dealing, trade / business secrets, or information relating to or





Pro Tuple IT Venture

WE ARE ORGANIZED, IMMUTABLE CLASS OF USER DEFINED QUALITIES.

Registration No: 2020900314827291

employment or otherwise, not only during your service, but even after you cease to be the services of our organization. You shall be responsible for taking proper care of all books, computers software, material, document or any other property, etc., generally and specifically entrusted to you. If you are found violating the said clause, the management would be in its legal right to claim adequate compensation.

7. By acknowledging the above training policies, you agree that you:
 - i) intend to successfully complete the training program and stay in the target position for a period of time equal to, or greater than the length of the training program;
 - ii) understand that lack of success at any stage of the training program, or lack of acceptance into a required course due to an inability to meet the minimum entrance requirements will be reason for cessation of training; and
 - iii) will take responsibility for gaining the skills required for the target position, participate in ongoing planning and evaluation of your training plan, actively participate in completing your objectives, discuss and resolve problems with your trainer / mentor as they arise, initiate travel arrangements you require.
8. This offer is valid if you join the training program on or before December 5, 2020.
9. Kindly confirm your acceptance of the above terms and conditions and the date of joining training, latest by November 29, 2020, by signing and returning the enclosed copy of this offer letter. In case we do not receive your acceptance in writing by the date mentioned above, this offer shall stand withdrawn automatically.

If you have any queries regarding this decision please do not hesitate to contact the HR Department.

I accept the offer on the terms and conditions outlined.


Yours faithfully,
For Pro Tuple IT Venture

Mr. Girish Badgujar
HR Assistant

I ACCEPT
Signature: _____

Name: Mr. Mukesh Badgujar
Date: _____





BIGSCAL

Date: 16th February 2021

To,
Ms. Revati Patil

TO WHOM IT MAY CONCERN

Dear Revati,

It gives us great pleasure to confirm your service with our company. With reference to your interview with us, we are pleased to offer you an appointment in our organization as a **Software Developer** as part of the education curriculum.

1. There will be 6 months of the training period. After that, you are inducted as a regular employee as per duly signed 1.5 year contract period.
2. CTC: 1.80 lacs to 2.64 lacs per annum.
3. Stipend: 4000 to 8000 per month
4. We will demonstrate to you the actual information technology industrial work and software development cycle.

The allowances, benefits, and other terms and conditions of your employment will be as per company policies as applicable to you from time to time.

We welcome you to BigScaL Family and look forward to a long-term association with all its employees and expect the same from you.

For, BigscaL Technologies Pvt Ltd.,



HR Executive





TPO IMRD <tpo.imrd@gmail.com>

Offer from V2Solutions

13 messages

Nimmy Chowalloor <nimmy.c@v2solutions.com>
 To: "kp3055@gmail.com" <kp3055@gmail.com>
 Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 17:43

Hi Kalpesh ,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
HRA	8,750	105,000
Education Allowance	-	-
Meal Allowance/Sodexo	-	-
Leave Travel Allowance	-	-
City Compensatory Allowance	2,583	31,000
NPS	-	-
Personal Allowance	300	3,600
Statutory Bonus	3,500	42,000
EARNINGS (A)	32,633	391,600
REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104



PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
Contribution to ESIC @ 3.25%	-	-
Group Medclaim	558	6,696
Other Benefits (E)	3,200	38,400
Annual CTC: F, (F = C+D+E)	35,833	430,000

- PT of Rs: 200/- will be deducted from earnings A and Taxes will deducted if applicable.
- PF component will be deducted from earnings A.
- Group Medclaim – we have 3 lacs sum insure for Self + Spouse + 2 Children
- Group Term Life – 5 times of CTC or 20 lacs whichever is lower

During the initial 6 months you will be provided an intense training program. Here are the details about the training program.

- The duration of the program will be 4 months, comprising of classroom training and project assignments followed by 2 months of OJT.
- Based on your initial evaluation, you will be trained in one of the areas - Salesforce CRM, Java, .NET, or Python.
- The content of the training program will be based on International Standards.
- You will be on a probation period of 6 months from the date of your engagement with V2Solutions.
- V2Solutions will invest in your technical and behavioral trainings and expect a commitment from you to complete the same sincerely.
- In case you decide to leave the organization within 24 months of your engagement with V2Solutions, you will be liable to pay INR 75000 to the organization to compensate for the training cost incurred by the organization.
- Post your training depending on the business requirements if any, you should be flexible to work at any of the V2Solutions office locations namely Bengaluru, Navi Mumbai, Udaipur, Vadodara, and Bhubaneswar.
- Your appointment as Associate Software Engineer is subject to successful completion of your degree course.

On joining you will be receiving the same agreement copy on the official documents of the company.

We are looking forward for you to be onboarded for a fruitful journey along with us.

Do follow us on our social media handles like Facebook, LinkedIn, Instagram, and Twitter to get insights regularly about us.

Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowaloor

Recruitment Head
V2Solutions | Inspiring Change

<https://www.linkedin.com/company/v2solutions/>



Tue 24, 1:50 PM

Gmail - Offer from V2Solutions

This e-mail message and its attachments are for the sole use of the intended recipients. It may contain proprietary, confidential, privileged information or other information subject to legal restrictions. If you are not the intended recipient of this message, please do not read, copy, use or disclose this message or its attachments. Please notify the sender immediately and destroy all copies of this message and any attachments. WARNING: This e-mail message including attachment(s), if any, is believed to be free of any virus. However, it is the responsibility of the recipient to ensure for absence of viruses. The Company shall not be held responsible nor does it accept any liability for any damage arising in any way from its use.

Nimmy Chowalloor <nimmy.c@v2solutions.com>
To: "chaitaligimar22517@gmail.com" <chaitaligimar22517@gmail.com>
Cc: TPO IMRD <tpc.imrd@gmail.com>

25 January 2022 at 18:12

Hi Chaitali,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date** of **01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
HRA	8,750	105,000
Education Allowance	-	-
Meal Allowance/Sodexo	-	-
Leave Travel Allowance	-	-
City Compensatory Allowance	2,583	31,000
NPS	-	-
Personal Allowance	300	3,600
Statutory Bonus	3,500	42,000
EARNINGS (A)	32,633	391,600
REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104



<https://mail.google.com/mail/u/1/?ik=c9d91f7375&view=pt&search=all&permthid=thread-f:172202681204037865&asq=1&simprsq=f:172252...> 3/27

7/20/24, 1:50 PM

Email - Offer from V2Solutions

PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
Contribution to ESIC @ 3.25%	-	-
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Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowaloor

Recruitment Head
V2Solutions | Inspiring Change

<https://www.linkedin.com/company/v2solutions/>



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Nimmy Chowalloor <nimmy.c@v2solutions.com>

25 January 2022 at 18:13

To: "krunalchaudhari1990@gmail.com" <krunalchaudhari1990@gmail.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

Hi Krunal ,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date** of **01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
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7/30/24, 1:50 PM

Email - Offer from V2Solutions

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Regards,

Nimmy Chowalloor

Recruitment Head
V2Solutions | Inspiring Change

<https://www.linkedin.com/company/v2solutions/>



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Nimmy Chowaloor

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Nimmy Chowalloor <nimmy.c@v2solutions.com>

25 January 2022 at 18:14

To: "mayurisonawane2811@gmail.com" <mayurisonawane2811@gmail.com>

Cc: TPO IMRD <tpo.imrd@gmail.com>

Hi Mayuri,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date** of **01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
HRA	8,750	105,000
Education Allowance	-	-
Meal Allowance/Sodexo	-	-
Leave Travel Allowance	-	-
City Compensatory Allowance	2,583	31,000
NPS	-	-
Personal Allowance	300	3,600
Statutory Bonus	3,500	42,000
EARNINGS (A)	32,633	391,600
REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104



PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
Contribution to ESIC @ 3.25%	-	-
Group Medclaim	558	6,696
Other Benefits (E)	3,200	38,400
Annual CTC: F, (F = C+D+E)	35,833	430,000

- PT of Rs: 200/- will be deducted from earnings A and Taxes will deducted if applicable.
- PF component will be deducted from earnings A.
- Group Medclaim – we have 3 lacs sum insure for Self + Spouse + 2 Children
- Group Term Life – 5 times of CTC or 20 lacs whichever is lower

During the initial 6 months you will be provided an intense training program. Here are the details about the training program.

- The duration of the program will be 4 months, comprising of classroom training and project assignments followed by 2 months of OJT.
- Based on your initial evaluation, you will be trained in one of the areas - Salesforce CRM, Java, .NET, or Python.
- The content of the training program will be based on International Standards.
- You will be on a probation period of 6 months from the date of your engagement with V2Solutions.
- V2Solutions will invest in your technical and behavioral trainings and expect a commitment from you to complete the same sincerely.
- In case you decide to leave the organization within 24 months of your engagement with V2Solutions, you will be liable to pay INR 75000 to the organization to compensate for the training cost incurred by the organization.
- Post your training depending on the business requirements if any, you should be flexible to work at any of the V2Solutions office locations namely Bengaluru, Navi Mumbai, Udaipur, Vadodara, and Bhubaneswar.
- Your appointment as Associate Software Engineer is subject to successful completion of your degree course.

On joining you will be receiving the same agreement copy on the official documents of the company.

We are looking forward for you to be onboarded for a fruitful journey along with us.

Do follow us on our social media handles like Facebook, LinkedIn, Instagram, and Twitter to get insights regularly about us.

Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowalloor

Recruitment Head
V2Solutions | Inspiring Change

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7/30/24, 1:30 PM

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Nimmy Chowalloor <nimmy.c@v2solutions.com>
To: "jayeshpatil1098@gmail.com" <jayeshpatil1098@gmail.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 18:14

Hi Jayesh,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

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Variable Component: (D)	-	-
Gratuity Provision	842	10,104



<https://mail.google.com/mail/u/1/?ik=cid01f727f6&view=pt&search=af&permuted=ff&read=1722909651204037865&doc=1&asimg=ag-t-172292...> 11/27

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Nimmy Chowalloor

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Nimmy Chowalloor <nimmy.c@v2solutions.com>
 To: "vishakhakolapkar07@gmail.com" <vishakhakolapkar07@gmail.com>
 Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 18:15

Hi Vishakha,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

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EARNINGS (A)	32,633	391,600
REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104



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Contribution to ESIC @ 3.25%	-	-
Group Medclaim	558	6,696
Other Benefits (E)	3,200	38,400
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Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowalkoor

Recruitment Head
V2Solutions | Inspiring Change

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M2-125 Kolapkar vishakha <vishakhakolapkar07@gmail.com>
 To: Nimmy Chowalloor <nimmy.c@v2solutions.com>
 Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 18:24

I accept this offer.

On Tue, 26 Jan, 2022, 6:15 PM Nimmy Chowalloor, <nimmy.c@v2solutions.com> wrote:

Hi Vishakha,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
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REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-



Gratuity Provision	842	10,104
PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
Contribution to ESIC @ 3.25%	-	-
Group Medclaim	558	6,696
Other Benefits (E)	3,200	38,400
Annual CTC: F, (F = C+D+E)	35,833	430,000

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- Your appointment as Associate Software Engineer is subject to successful completion of your degree course.

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We are looking forward for you to be onboarded for a fruitful journey along with us.

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Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowdhury

Recruitment Head
V2Solutions | Inspiring Change



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Kalpesh Patil <kp3055@gmail.com>
To: Nimmy Chowalloor <nimmy.c@v2solutions.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 18:55

I accept the offer.

On Tue, Jan 25, 2022 at 5:43 PM Nimmy Chowalloor <nimmy.c@v2solutions.com> wrote:

Hi Kalpesh ,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
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Personal Allowance	300	3,600
Statutory Bonus	3,500	42,000
EARNINGS (A)	32,633	391,600
REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-



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Variable Component: (D)	-	-
Gratuity Provision	842	10,104
PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
Contribution to ESIC @ 3.25%	-	-
Group Medclaim	558	6,696
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Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowalloor



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Recruitment Head
V2Solutions | Inspiring Change

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MCA 2_031_Krunali Chaudhari <krunalichaudhari19980@gmail.com>
To: Nimmy Chowalloor <nimmy.c@v2solutions.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 20:35

I accept the offer.

On Tue 25 Jan, 2022, 6:13 PM Nimmy Chowalloor, <nimmy.c@v2solutions.com> wrote:

Hi Krunali ,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

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BASIC	17,500	210,000
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<https://mail.google.com/mail/u/1/?ik=c50317375&view=pt&search=all&permthid=thread-f1722928512040378054&exp=1&siml=msg-f17229...> 19/27

Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104
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Regards,



7/30/24, 1:50 PM

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Nimmy Chowalloor

Recruitment Head
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Jayesh Patil <jayeshpatil1000@gmail.com>
To: Nimmy Chowalloor <nimmy.c@v2solutions.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 20:54

I accept this offer.

On Tue, 25 Jan 2022, 8:15 pm Nimmy Chowalloor, <nimmy.c@v2solutions.com> wrote:

Hi Jayesh,

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<https://mail.google.com/mail/u/1/?ik=c9001f7375&view-pt&search=all&permthid=thread-t172028651204007865&docq=1&siml=msg-f17228...> 21/07

Fixed Component: C, (C=A+B)	32,633	391,600
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Do acknowledge this mail and for any queries write back to us. Happy to help.



7/30/24, 1:50 PM

Mail - Offer from V2Solutions

Regards,

Nimmy Chowalloor

Recruitment Head
V2Solutions | Inspiring Change

<https://www.linkedin.com/company/v2solutions/>

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Mayuri Sonawane <mayurisonawane2811@gmail.com>
To: Nimmy Chowalloor <nimmy.o@v2solutions.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 21:11

I accept the offer.

On Tue, Jan 25, 2022, 6:14 PM Nimmy Chowalloor <nimmy.o@v2solutions.com> wrote:

Hi Mayuri,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
HRA	8,750	105,000
Education Allowance	-	-
Meal Allowance/Sodexo	-	-
Leave Travel Allowance	-	-
City Compensatory Allowance	2,583	31,000
NPS	-	-
Personal Allowance	300	3,600
Statutory Bonus	3,500	42,000
EARNINGS (A)	32,633	391,600



<https://mail.google.com/mail/u/1/?ik=cb0d17378&view=pt&search=all&permthid=thread-f1722029851204037865&dept=1&siml=msg-f17229...> 23/27

REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,833	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104
PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
Contribution to ESIC @ 3.25%	-	-
Group Medclaim	558	6,696
Other Benefits (E)	3,200	38,400
Annual CTC: F, (F = C+D+E)	35,833	430,000

- PT of Rs: 200/- will be deducted from earnings A and Taxes will deducted if applicable.
- PF component will be deducted from earnings A.
- Group Medclaim – we have 3 lacs sum insure for Self + Spouse + 2 Children
- Group Term Life – 5 times of CTC or 20 lacs whichever is lower

During the initial 6 months you will be provided an intense training program. Here are the details about the training program.

- The duration of the program will be 4 months, comprising of classroom training and project assignments followed by 2 months of OJT.
- Based on your initial evaluation, you will be trained in one of the areas - Salesforce CRM, Java, .NET, or Python.
- The content of the training program will be based on International Standards.
- You will be on a probation period of 6 months from the date of your engagement with V2Solutions.
- V2Solutions will invest in your technical and behavioral trainings and expect a commitment from you to complete the same sincerely.
- In case you decide to leave the organization within 24 months of your engagement with V2Solutions, you will be liable to pay INR 75000 to the organization to compensate for the training cost incurred by the organization.
- Post your training depending on the business requirements if any, you should be flexible to work at any of the V2Solutions office locations namely Bengaluru, Navi Mumbai, Udaipur, Vadodara, and Bhubaneswar.
- Your appointment as Associate Software Engineer is subject to successful completion of your degree course.

On joining you will be receiving the same agreement copy on the official documents of the company.

We are looking forward for you to be onboarded for a fruitful journey along with us.

Do follow us on our social media handles like Facebook, LinkedIn, Instagram, and get insights regularly about us.

Do acknowledge this mail and for any queries write back to us. Happy to help.



7/30/24, 1:50 PM

Email - Offer from V2Solutions

Regards,

Nimmy Chowalloor

Recruitment Head
V2Solutions | Inspiring Change

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Chandrakant Wani <wanichandu14@gmail.com>
To: Nimmy Chowalloor <nimmy.c@v2solutions.com>
Cc: TPO IMRD <tpo.imrd@gmail.com>

25 January 2022 at 21:28

I accept the offer.

On Tue, 25 Jan 2022, 6:14 pm Nimmy Chowalloor, <nimmy.c@v2solutions.com> wrote:

Hi Chandrakant ,

This is with reference to your application with V2Solutions for pursuing career opportunities.

Post review of your profile and the evaluation process we are pleased to offer you the position of **Associate Software Engineer** with **effective date of 01-Jul-2022**, condition to successful completion of your degree course.

Here is the salary break-up

DETAILS	MONTHLY	ANNUALLY
BASIC	17,500	210,000
HRA	8,750	105,000
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Leave Travel Allowance	-	-
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<https://mail.google.com/mail/u/1/?ik=c&ui=17378&view=pt&search=all&permthid=rfread-11722028651204037665&dup=1&siml=msg-f:17220...> 25/27

EARNINGS (A)	32,633	391,600
REIMBURSEMENTS (B)	-	-
Fixed Component: C, (C=A+B)	32,633	391,600
Variable Pay (Eligibility based on annual gross paid)	-	-
Variable Component: (D)	-	-
Gratuity Provision	842	10,104
PF (Company Contribution or Allowance in lieu of PF)	1,800	21,600
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We are looking forward for you to be onboarded for a fruitful journey along with us.



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Do acknowledge this mail and for any queries write back to us. Happy to help.

Regards,

Nimmy Chowalloor

Recruitment Head
V2Solutions | Inspiring Change

<https://www.linkedin.com/company/v2solutions/>

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Offer of Employment

To,

Prathamesh Patil,

Mumbai,

Date: 12th November 2020

Dear Prathamesh Patil,

We are extremely pleased to offer you a position of "Solution Analyst" with Sankey Business Solutions. You will be required to report at 901, Lodha Supremus II, Wagle Estate, Thane (W) 400 604.

Type of work

As a Solution Analyst, you will be required to learn multiple technologies and tools that is required to solve client's business problems you will also be expected to take initiative and additional responsibility in any other activity that requires traction in our company at a particular time.

It is our pleasure to extend the following offer of employment to you.

- You will be on probation for six months during which your salary will be Rs.180,000/year. Post 6 months' probation your annual CTC will be revised to Rs.300,000/year. All of the above will be dependent on the performance.
- There will be a performance incentive of Rs.25,000/- as a part of this annual package, to be given after completion of 1 year at Sankey Business Solutions, as a full-time employee, subject to individual and company performance.
- The offer of employment with Sankey Business Solutions is dependent on your performance during probation with us.

Offer of Employment



- We would expect you to be aligned with our company goals and policies, as well as committed to its deliverables, during the period of employment.
- You are required to send acceptance of this offer letter by signing each page, scanning it and emailing it by **13th, November 2020** failing which Company will have right to withdraw the offer letter.
- Also post acceptance, during joining, you will be required to submit photocopies of following documents:
 1. Proof of Academic Qualification (Class 10th Equivalent and above):
 - 10th & 12th mark lists
 - Under graduate / degree mark list and degree certificates
 - Post-Graduation mark list and degree certificates (if any)
 - Other qualifications - mark lists and certificates (if any)
 2. Proof of identity i.e. PAN card, driving license, Electoral card
 3. Photographs (2 copies)

We take great pleasure in welcoming you to our Organization and sincerely hope that your period of employment with us will be exciting, rewarding and full of learnings.

Best Regards,

Sandeep R. Patil

Sandeep Patil

Director,

Sankey Business Solutions

Email - sandeep@sankeysolutions.com

Ph: +91 9765159999



APPENDIX A

Offer of Employment

Employment Terms and Conditions:-

Profile Verification -

This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.

Employee Duties and Responsibilities:-

You will be starting at the Company at the designated position as per the Offer Letter. However, you will be expected to perform the duties and responsibilities of the roles that will be assigned to you time to time by the Company.

You will be expected to display high levels of initiative and efficiency in your work. You are also expected to perform your duties and responsibilities meticulously and to the best of your capabilities and to the satisfaction of the Company. You are expected to show this level of commitment for tasks that are part of your job profile and also any other task that you would be reasonably expected to perform during your employment with the Company.

It is your responsibility to ensure quality output in all activities that you engage in either directly as an individual or as a team member/leader. As a full time, employee, you shall devote your time and capabilities for the discharge of your duties and responsibilities. You also agree to not engage in commercial activities that could conflict with your time and availability for delivering your responsibilities with the Company during your employment with the Company. You are however free to engage in not-for-profit activities while you are not under official duty and outside of your office hours.

Offer of Employment



Tax-

You will bear the implications of the tax liabilities owed to the government and local authorities by you through this employment.

Increments and Promotions-

Your career path in the company will depend solely on your performance and your capability. Your individual performance will be reviewed on a regular basis by your managers and by your peers providing the criteria for your increments and promotions. Regular performance reviews will be conducted every six months.

Quality Matters-

You will be required to learn the processes being followed at Sankey Business Solutions from time to time and comply with the quality standards that are being enforced as part of these processes. Your adherence to these quality standards and your general attitude towards quality will be an important parameter used in evaluating your performance.

Expenses and Reimbursement-

You will be reimbursed necessary and reasonable out-of-pocket expenses incurred by you as part of delivering your responsibilities subject to submission of bills/tickets or associated documents and approval of the same by the Company.

Travel-

You may also be required to travel and relocate for project purposes, as part of your employment. You will be intimated ahead of time to give you sufficient time to prepare for this.

Offer of Employment



Posting / Transfer-

Although your first posting is as per the Offer Letter you are liable to be posted to any department / office of the Company or its partners or customers in India or abroad as required by your job profile and needs of the business at the discretion of the company.

Medical-

Company may decide to terminate your employment based on valid medical advice that you have become physically/mentally incapacitated to such an extent that you are unable to deliver the responsibilities entrusted to you.

Working Hours, Holidays and Leave-

Normal working hours of the company are 9:30AM to 7:30 PM. Employees are provided with the opportunity to take 12 paid leave every year accrued at the rate of 1 leave per month. The company also provides 10 annual holidays announced at the beginning of every year. Except for emergencies and medical reasons leave will be granted only on 3 days prior notice and approval by your managers.

Intellectual Property Rights-

The company will retain ownership of all intellectual properties generated during the course of your employment as part of your duties or associated responsibilities. All intellectual property rights on all 'works' (as per Copyright Act, 1957 and subsequent amendments) generated or modified by you individually or as part of a team during the course of your employment and as part of your employment will be wholly vested in the company. By this contract you have also undertaken to sign any associated documents to further confirm the

Offer of Employment



above ownership. Unless permitted by an explicit agreement you are also bound to keep such matters confidential and shall use such work for the sole benefit of the Company as required by your employment.

Non-Solicitation-

During your employment with Sankey Business Solutions and for an year thereafter you shall not solicit any employee of the Company to leave their employment in order to join another company or provide services to another company/person/entity which is not affiliated to Sankey Business Solutions. You shall also not directly or indirectly on behalf of another person or entity solicit or entice any customers or potential customers away from the company.

Non-Disclosure-

You agree that all the company and project related information is considered confidential and proprietary to Sankey Business Solutions. You shall hold the same in confidence and shall disclose it only to Sankey Business Solutions officers, directors, or employees with a specific need to know. You will not disclose, publish or otherwise reveal any of the Confidential Information received to any other party whatsoever. You also hereby agree to comply with the terms of any policies of the Company relating to the protection of confidential information from time to time. You are also required to strictly maintain as confidential and not divulge or communicate in any manner, any information regarding your remuneration / terms of employment to any other employee of the Company except your immediate superior. Any disclosure of confidential information will be considered a serious misconduct and breach of the terms of your employment.

Non-Compete-

By joining this company in the designated position, you hereby agree to not engage in any competing activity or business, or clients you have worked during the course of your

Offer of Employment



employment and thereafter for a period of 1 year after the termination of your employment with the company. This does not however prevent the employee from seeking employment in other IT companies after termination of employment with Sankey Business Solutions.

Personal Information-

It is the responsibility of the employee to keep their personal contact information up to date with company and also to notify duly any changes thereof. Additionally, you will also be required to update the company of changes in your civil or marital status.

Termination-

On termination of your employment with the company irrespective of the circumstances, you are bound to return to the company: any material items belonging to the Company per inventory, and all non-material items in your possession including but not limited to Intellectual property (documentation, software, email correspondence) and any other information required for the continued execution of the duties of your role (login credentials, business contact information), any physical company documents that you may have in your possession any other company assets within your control like apartments, leases etc You are also bound to repay any and all outstanding debts or loans due to the company and the company is hereby authorized to deduct from any payments due to the employee the amount due to the company. You will also be bound by any previous confidentiality, non-disclosure or non-compete agreements that you had signed as part of your employment until the individual termination of such contracts.

Breaches and violations-

Over and above the terms mentioned in this document you are also liable for disciplinary action including and not limited to warnings, suspensions, demotion, denial of promotion or



Offer of Employment

increments for violations of codes of conduct and company policies. The said policy and related company manuals shall be treated as part and parcel of this Agreement. The company reserves the right to modify/amend terms and conditions, and will notify employees of the same. The company may also decide to terminate employment subsequent to disciplinary action and proper investigation.

Other Rules and Regulations

During employment you are subject to rules and regulations and policies of the Company as made applicable by the company and revised at the company's discretion from time to time, irrespective of whether such details are individually notified to you. You are requested to keep yourself up-to-date with such information from the company intranet/company manual. You will also be liable to face action from the company if you are found in violation of these.

Notice Period:-

A notice of 2 month is required during your employment with the company by either party to terminate this contract. Notice period is considered to start from the point the termination letter is received by the manager. However, when situations warrant, as in the case of breach of policies, the company may decide to terminate the contract with immediate effect. You may also be requested to extend your period of stay, based on company needs.

Warranty:-

You represent and warrant to the Company that the terms and conditions of your employment are legal, valid and binding upon you and the performance of your obligations pursuant to your employment by the Company does not and will not constitute a breach of, or conflict with the terms or provisions of, any agreement or understanding to which you are a party.

Offer of Employment

B



Jurisdiction-

Your employment shall be governed by and construed in accordance with the laws of India and the courts of Maharashtra shall have the jurisdiction, to decide any dispute arising from or in connection with your employment with the Company or any of the terms and conditions of your employment with the Company.

Amendments-

The Company, at its discretion, may alter, replace or annul any of the above, should circumstances so warrant either as a result of statute or otherwise. All changes will duly be updated on the company intranet and will be duly notified to the employees through proper channels.

Sandeep R Patil

Sandeep Patil

Director,

Sankey Business Solutions

Agreed to and accepted:

Prathamesh Govinda Patil



13/11/2020 - Surat

Candidate Name

Signature

Date & Place

Offer of Employment

9



SERVICE AGREEMENT

This agreement is made between **Sankey Business Solutions** (hereinafter referred to as the "Company") and Prathamesh Patil (hereinafter referred to as the "employee").

Effective Date:

This agreement shall be effective from the date of joining.

Declaration:

I, Mr. / Ms. Patil Prathamesh hereby acknowledge and agreed that I would serve **Sankey Business Solutions** for a period of 18 months from the date of joining. I also agree to, failing of which will result to pay an amount of Rs 75,000 as penalty as well as no personal documents (release letter, experience certificate etc.) will be released to me.

WITNESS:

1) Name: <u>Govinda Bhagat</u>	2) Name: <u>Roshan Bhagat</u>
Address: <u>At - 78</u>	Address: <u>At - 78</u>
<u>Gandhi Kutir, Udhana</u>	<u>Gandhi Kutir, Udhana,</u>
<u>Surat.</u>	<u>Surat.</u>

Contact No: <u>8530639721</u>	Contact No: <u>8140161772</u>
-------------------------------	-------------------------------

Prathamesh Patil. 	<u>13/11/20 - Surat</u>
---	-------------------------

Candidate Name & Signature

Date & Place



Offer of Employment



Wind Hans Technologies,
Office 111, 213 Patel Chambers,
Next to ZP Office, Nashik,
422001.

Date: 26-Nov-2020

Mr. Hitesh Shekhar Sonawane,
At post Gartad, Tal. Shirpur,
Dist Dhule, Gartad, Dhule 425405.

OFFER LETTER

Dear Hitesh Sonawane, R.C.Patel Institute Of Management Research and Development College, Shirpur with Reference to your application and subsequent interview you had with us, we have pleasure in offering an Internship in our organization as per the terms and conditions are given below subject to the information given in your application at the time of interview not being found wrong.

1. Your Designation will be **Php Developer Trainee** and you will be responsible for activities related to PHP development of our Customers.

2. Your appointment will be effective from **1st Dec 2020**.

3. Termination of the employment by either party would be after end of month may or by giving **30 days' notice in writing** to the other party or compensation in lieu of the notice period thereof however in case of misconduct committed by the employee the company has the right to terminate the services of the employee without prior notice.

4. You shall be the whole time employee of the management and shall not engage yourself in any work similar in nature to that of the management and or in which you pay for the time being engaged by the management and or engage yourself anywhere in any work profession or employment either honorary or otherwise during the period of your employment with the **Wind Hans Technologies**.

5. You will be responsible for the safe working and return in good condition of all the properties belonging to the company whichever will be allotted to you after you're joining. We shall have the right to deduct the value of all such items from you and take

Website: www.windhans.com Mobile: +91 9765 888 647 Email: contact@windhans.com
Head Office: Office 111, Patel chambers, Near ZP Office, Trambak Naka, Nashik 422 001.
Our presences: Nashik | Mumbai | Pune | Aurangabad.



such other action as we deem proper in the event of failing to account for such property to our satisfaction.

6. Once joined you will sign the agreement of confidentiality and whatever you will be creating during the employment with us will the property of our company.

7. You shall be governed by the rules and regulations framed from time to time by the management.

Kindly sign and return to us forthwith, the duplicate copy of this letter, as a token of your acceptance of the offer of employment made herein.

We welcome you to our company and trust your association with us, will belong fruitful years of service mutually beneficial Regards.

Sincerely,

Hemant Nikam,
CTO, Wind Hans Technologies

Website: www.windhans.com Mobile: +91 9765 888 647 Email: contact@windhans.com
Head Office: Office 111, Patel chambers, Near ZP Office, Trambak Naka, Nashik 422 001.
Our presences: Nashik | Mumbai | Pune | Aurangabad.

**Sample Offer Letter
2021-2022**



Offer: Computer Consultancy
Ref: TCSL/DT20219153414/Chennai
Date: 25/02/2022

Ms. Priyanka Pravin Khairnar
At.Post Nakane Tal.Dist.DhuleNakane,
Bhairvanath Temple,
Dhule-424002,
Maharashtra.
Tel# 91-8407930865

Dear Priyanka Pravin Khairnar,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade YG. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential
TCSLDT20219153414

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Ramaraj Park, The Esplanade, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: The Esplanade, 9th Floor, Narayan Point, Mumbai 400 021
TCS Career Centre: 1000 209 3111 Email: careers@tcs.com

P.Khairnar





BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "UltimateX", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹3,180/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹0/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,500/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

TCS Confidential

TCSL/DT26219153414

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Fuzeranagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Normal Building, 9th Floor, Narayan Point, Chennai-600 082

2

P. Khajanna





This Pay shall be treated as productivity bonus in lieu of statutory profit bonus.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year

TCS Confidential

TCSL/DT20219153414

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Komaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

3

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from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 50% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gap^s/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Training Period

You will be required to undergo class room and on the job training in the first twelve

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4

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

3. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

4. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

5. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

6. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

7. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

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5

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8. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

9. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

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6

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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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7

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qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For SriLankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

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- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on hr@tcs.com.

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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10

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter.

- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xperience Centres
- Annexure 3: Confidentiality and IP Terms

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11

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GROSS SALARY SHEET

Annexure 1

Name	Priyanka Pravin Khairnar
Designation	Graduate Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,950	95,400
Bouquet Of Benefits #	4,343	52,110
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	954	11,448
Gratuity	382	4,589
ESI Contribution#		5,379
Total of Annual Components & Retirals	1,336	26,037
TOTAL GROSS	18,129	1,90,926

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

Contribution towards Employees' State Insurance borne by TCS.

*** For HRS - Note that Rs. 7300 if the employee is Single, if the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Component Category	Monthly	Annual
House Rent Allowance	3,180	38,160
Leave Travel Assistance	663	7,950
Food Card	500	6,000
Personal Allowance	0	0
GROSS BOUQUET OF BENEFITS	4,343	52,110

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12

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Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Block campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p>BHUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue- Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-8) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATNA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Koyyamb Nagar, Old Mahabalipuram Rd, TNHB, Sholinguruthu, Chennai, Tamil Nadu, 600119</p>
<p>DELHI - Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Campus, ADF Insignia, Gurgaon - Faridabad Road, Gwal Pahar, Gurgaon - 122003, Haryana</p>	<p>DELHI - Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-64 & A-65, Ground, 1st to 5th Floor & 10th Floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 301, UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 9th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nankurampeta, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tiganiya Badliyah & Bada Bangarda, Tehsil Hafod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Espace 10 building, 2nd Floor, Plot - BF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lorbi</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 687042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Peltan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400008</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sey, Nagpur, Telhara, Maharashtra 441106,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepal Park, Technopark Campus, Kariyavattom P.O. Trivandrum - 695583, India</p>	

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13

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Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS),

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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15

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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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16

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

TCS Confidential
TCSL/DT20219153414

17

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumanan Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Nival Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career Services: 1800 309 1111 Email: careers@tcs.com

P. K. Chaitanya





10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature, and is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

TCS Confidential
TCSL/DT20219153414

18

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 3555 Website: www.tcs.com
Registered Office: Newal Building, 9th Floor, Nariman Point, Mumbai 400 021

P. K. Khairnar





(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

TCS Confidential
TCSL/DT20210153414

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

875/21-24, Kharavelu Nagar, Sholinganallur, CHM Mahalingapuram, Chennai 600 119 Tamil Nadu India

Tel: 91-44-6616 2222 Fax: 91-44-6616 2555 Website: www.tcs.com

Registered Office: Narod Building, 9th Floor, Narodan Park, Mumbai-400 021

TCS Career Service Line: 1800 201 1111 E-mail: careers@tcs.com

19

P. K. Halim



Document ID: H4/TA/Temp/2023 Infosys BPM Ltd A 7 Campus letter of interest

Infosys BPM Limited
 Infosys Knowledge Centre (P) Limited
 Plot Office No. 100, 101, 102 and 103, New Road
 Electronic City, Bangalore - 560 082, India
 Tel.: +91 (0) 80 282 2000, Fax: +91 (0) 80 282 2001
 Company Registry Number: U22209KA2003PLC028970
 Website: www.infosys.com

Infosys

Letter of Interest

to *Sheetal Keesumukhdas Sahani*

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

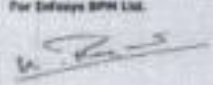
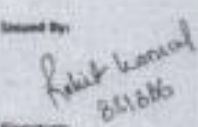

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 13-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role(s) in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a notice of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while registering/entering systems with the Company. Given below is a non-exhaustive list of these terms and conditions:

1. A candidate may be assigned to work at, deployed or be transferred to any of the Company's units / departments, divisions, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/departments/unit as may be determined by the Company.
2. A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, taking which the Company may take appropriate action(s) including the withdrawal of the offer of employment.
3. The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.
4. Before joining employment of the Company a candidate has to submit a medical certificate in the form and manner prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.
5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on <https://www.infosysbpm.com> before joining employment of the Company at his/her own cost, taking which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at campuscare@infosys.com. HRD 4103782

Yours sincerely,

<p>For Infosys BPM Ltd.</p>  <p>Raghavendra K Senior Vice President & Global Head - HR/HR</p> <p>H4/TA/Temp/2023</p>	<p>Issued By:</p>  <p>Rishi Kumar 841846</p> <p>Signature: Issuer's Name: Issuer's Emp. No.:</p> <p>Version: 1.1 Display conditions</p>	<p>Acknowledgment of receipt:</p>  <p>Sheetal</p> <p>Name: Date: 31-3-18 Location:</p> <p>Page 1 of 1</p>
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Infosys BPM Ltd

JL 2 Campus Letter of Interest

Document # HR/TA/Temp/0003 INFOSYS BPM LIMITED (Formerly known as Infosys BPO Limited) Regd. Office: Plot Nos. 26/3, 26/4 and 26/5, Hoover Road Electronics City, Bengaluru - 560 100, India Tel : 91 80 2852 2405 Fax: 91 80 2852 2411 Corporate Identity Number : U72200KA2002PLC030310 Website : www.infosysbpm.com

Infosys

Letter of Interest

to Shweta Gwenmukhdas Sainani

Greetings from Infosys BPM!

We refer to your application for employment and the subsequent interview process you had with Infosys BPM Limited ("Company").

pected to attend our training Poord on clearing the same, you may be offered rounds of our selection process at

We are pleased to inform you that you have cleared the selection process held at your college. You would now be expected to attend our training program at the Infosys campus in Mysore for a duration of 15-20 days. Post training, you will undergo an assessment and on clearing the same, you may be offered a role/job in the Company. While this letter does not directly constitute an employment offer, if you do clear further rounds of our selection process and complete the other necessary formalities, a letter of employment will be sent to you with all your joining details. There are certain terms and conditions that a candidate must know while exploring employment options with the Company. Given below is a non-exhaustive list of these terms and conditions:

1.

A candidate may be assigned to work at, deputed or be transferred to any of the Company's units / departments, locations, affiliate entities or subsidiary companies. The Company expects the candidate to be willing to undertake the responsibilities assigned to him/her in the location/department/unit as may be determined by the Company.

2.

A candidate is required to submit certain documents at the time of joining the Company. The Company will communicate to the candidate the list of those documents once it decides to make an offer of employment to him/her. It is expected that the candidate will submit each of those documents, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

3.

The Company has its own transport facility for the benefit of all employees. An employee can avail this facility, provided he/she abides by the Company's transport policy. Once an offer of employment is made to a candidate, the terms of the above stated policy will be communicated to him/her.

4. Before joining employment of the Company a candidate has to submit a medical certificate in



the form and manner

prescribed by the Company. In addition to this, the Company reserves the right to conduct further verification of your medical condition and/or records if it is deemed necessary in light of the work that will be performed by you.

5. Each candidate who is made an offer of employment by the Company is required to register himself/herself on

[www.nationalskillregistry.com] before joining employment of the Company at his/her own cost, failing which the Company may take appropriate action(s) including the withdrawal of the offer of employment.

The Company reiterates that this letter is being issued to intimate you about the essential terms which you must be aware of while considering employment opportunities with us. You are therefore requested to ensure that all these terms are adhered to at every point during the selection process. We look forward to your participation in the further rounds of selection and hope to see you at Infosys BPM.

For any further clarifications, please do reach out to us at bpo_campusteam@infosys.com. 080-41032362

Yours sincerely, For Infosys BPM Ltd.

Issued By:

Acknowledgement of receipt:

Rajul Khandel

EST196A

Raghavendra K Senior Vice President & Global Head- HRD

Signature: Issuer's Name: Issuer's Emp. No.:

Name: Date: 21-2-18 Location

HR/TA/Temp/0003

Version: 1.1

Company confidential

Copy if Printed 1 of 2



Date: 01st October 2022
Mr. Shivam Limbhare
Mobile No: 7767876097
Email ID: shivamlimbhare9@gmail.com

Ref- 2022/10/01
Employee id: CRTDBDASH822

Offer Letter

Dear Shivam Limbhare,

Congratulations on your selection in CRTD Technologies Pvt. Ltd.

We take immense pleasure to inform you that subsequent to the selection process, we are offering you the position of **Business Development Associate**. The said offer shall be governed by under mentioned terms and conditions:

1. During the **Training** period you would be getting a stipend of **INR 15,000** per month.
2. After successful completion of Training period, you will be promoted to the position of **Business Development Trainee** and your salary package would be **INR 6 Lakhs** which will bifurcated as 3.6 lakhs Fixed + 2.4 lakhs Performance Pay.
3. After completion of Trainee period, you would be entitled to the position of **Business Development Associate** with an indicative CTC (Cost To Company) of **INR 10 Lakhs** per annum which will be bifurcated as 4 lakhs Fixed + 6 lakhs Performance Pay.

Your compensation and benefits are subject to usual statutory deductions.

We are delighted to welcome you to **CRTD TECHNOLOGIES PVT. LTD.** and wish you an exciting career of learning, development and growth. We look forward to your having a long and rewarding career with us!

Best Regards,

Shivika Shrivastava
Human Resources
CRTD Technologies Pvt. Ltd.





TPO IMRD <tpo.imrd@gmail.com>

Fwd: Offer letter for the position of Software Engineer Trainee (E1)

2 messages

Nisha Bhargava <nisha@gridlogics.com>
To: tpo.imrd@gmail.com

4 April 2022 at 09:19

----- Forwarded message -----

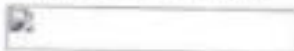
From: **Nisha Bhargava** <nisha@gridlogics.com>
Date: Fri, Apr 1, 2022 at 11:18 AM
Subject: Re: Offer letter for the position of Software Engineer Trainee (E1)
To: <tpo.imrd@gmail.com>, <wamidurgesh25@gmail.com>
Cc: Sweta Pandey <sweta@gridlogics.com>

Hi Archana,
I hope you are doing well.
We are happy to share that we have placed the offer to Durgesh Wani and he has accepted the offer.
Please find the copy of his acceptance.



Regards,
Nisha Bhargava
Sr. HR Executive
Gridlogics Technologies Pvt Ltd.
4th Floor, Sunflower Commercial | 77/1 Baner, Baner Road | Pune-411045

www.gridlogics.com | [LinkedIn](#)



On Thu, Mar 31, 2022 at 4:37 PM Nisha Bhargava <nisha@gridlogics.com> wrote:

Dear Durgesh,

7/29/24, 5:41 PM

Gmail - Pvt. Offer letter for the position of Software Engineer Trainee (E1)

I am pleased to extend a job offer to you with reference to your successful recent interview at Gridlogics for the position of **Software Engineer Trainee(E1)**.

Kindly find attached your offer letter below.

Details are as follows:

Position: Software Engineer Trainee/Software Engineer - E2 (after 6 months)

Date of Joining: 4th April 2022

Timings: 10:00 AM to 7:00 PM

Location: Baner, Pune

Training/Probation Period: In the first six months as a Training/Probation Period. Based on the evaluation of your performance and capabilities demonstrated you will be issued a confirmation letter at the end of the 6 months.

Salary/CTC: INR 3.50 LPA as a trainee, On confirmation: INR 3.90 LPA (min) to 4.20 LPA (max) based on 6 months performance (There will be Employee & Employer Provident Fund and Professional Tax and ESIC amount deducted from this).

The salary is subject to review on an annual basis (from date of confirmation) and appraisals are based on performance and motivation demonstrated by the employee.

Lock-in period: There will be 2 Years of service agreement – The candidate is expected to stay for a minimum period of 2 Years. In case the candidate leaves before the end of the lock-in period he/she will not be given any relieving letter or experience certificate, also will be asked to pay back the cost incurred on his/her by the company (including net salary). This lock-in period will be effective from the day of joining itself.

Office Address:

Gridlogics Technologies Pvt. Ltd.

4th Flr, Sunflower Commercial,

77/1 Baner Road, Pune – 411045.



About Gridlogics:

Gridlogics is a leading provider of products and custom software solutions for patent research, management, data analysis, and project management. Our products leverage the latest techniques in information retrieval, data mining, and visualizations to help clients globally in deriving actionable intelligence from the masses of patent data.

Gridlogics is a product-based company that specializes in web-based and enterprise analytics solutions. The technologies we work on include the full Microsoft .NET Stack, AWS Cloud Computing, Machine learning, Artificial intelligence & deep learning, Data & security application, Net Core, Big Data Analytics & Visualization, Latest JQuery frameworks such as AngularJS/ Nodejs and SQL and NoSQL databases.

With more than 100 man-years of experience in Intellectual Property Software Gridlogics has a strong in-house team of developers and engineers who understand the complexities involved in designing very large patent databases, patent management systems, in-house alerting, and workflow systems with all associated features around it. Our products are in use by large and medium corporations, law firms, legal service providers, and even technology startups.

At Gridlogics we are dedicated to bringing new ideas in the field of Intellectual property.

Kindly let us know your decision or confirmation by replying to this mail by tomorrow by 10:00 AM.

<https://mail.google.com/mail/u/1/?ui=ui&ui=17370&view=pt&search=all&permmsgid=thead-f:1720350029782526022&siml=msg-f:1729350029782526022> 2/3

7:02:24, 5:41 PM

Gmail - Fwd: Offer letter for the position of Software Engineer Trainee (ET)

We look forward to having you onboard and hope you will enjoy working with us.

Regards,

Nisha Bhargava
Sr. HR Executive
Gridlogics Technologies Pvt Ltd.

4th Floor, Sunflower Commercial | 77/1Beroz, Beroz Road | Pune-411045

www.gridlogics.com | [LinkedIn](#)



TPO IMRD <tpo.imrd@gmail.com>

To: sweta@gridlogics.com, Nisha Bhargava <nisha@gridlogics.com>

8 April 2022 at 16:52

Dear Mam,

Thank you for the updates. Durgesh is a good candidate and I hope that he will definitely give his best in the organization. One more resume I have shared with Adfa maam kindly have a look at it.

Thanks and Regards,

Mrs. Archana M. Jade

Training and Placement Officer

RCPET's IMRD, Shirpur

9765502899/8668727239

LinkedIn: www.linkedin.com/in/archana-jade-978459aa

RCPIMRD Facebook: <https://www.facebook.com/RcpimrdShirpur/>

RCPIMRD Website: <https://rcpimrd.ac.in/>

[Quoted text hidden]



INTOSYS

Navigate your next

September 12, 2021

HRD/3E/1002370137/21-22

Mr. Nikhil Patil

Nanai Niwas Lane No.1 At Post Fagne Tal & Dist Dhule Maharashtra - 424301

Nanai Niwas Lane No.1 At Post Fagne Tal & Dist Dhule Maharashtra - 424301

Dhule-424301

India

Ph: +91-9765539818

Dear Nikhil,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited



Digitally signed by Richard Lobo
Date: 2021.09.12 11:19:30
Reason: Check out
Location: Bangalore

INFOSYS LIMITED
CIN: L8510KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
niksa@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited

September 12, 2021

HRD/1002370137/21-22

Mr. Nikhil Patil
Nanai Niwas Lane No.1 At Post Fagne Tal & Dist Dhule Maharashtra - 424301
Nanai Niwas Lane No.1 At Post Fagne Tal & Dist Dhule Maharashtra - 424301
Dhule-424301
India

Ph: +91-9765539818

Dear Nikhil,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **23-Sep-2021**.

Location

Your location of training is **MYSORE, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.*

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.**

Training

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.



Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.



Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans.

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.



Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.



Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.



As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your full Name Location

Digitally signed by Richard Lobo
DN: cn=Richard Lobo, o=Infosys Limited, ou=HR, email=rlobo@infosys.com



INFOSYS LIMITED
CIN: L8510KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

ANNEXURE - I
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Nikhil Patil			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY	15,000			
BASKET OF ALLOWANCES	4,478			
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850			
MONTHLY GROSS SALARY	22,328			
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150			
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary	1,800			
GRATUITY - 4.81% of Basic Salary*	722			
FIXED GROSS SALARY (1+2+3)	25,000			
TOTAL GROSS SALARY	25,000			
OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act.				



ANNEXURE - II
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Nikhil Patel			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY	15,000			
BASKET OF ALLOWANCES	4,478			
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850			
MONTHLY GROSS SALARY	22,328			
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150			
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary	1,800			
GRATUITY - 4.81% of Basic Salary*	722			
FIXED GROSS SALARY (1+2+3)	25,000			
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 5%	At indicative Payout of 10%	At indicative Payout of 20%	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000	
TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 5% of FGS)	26,250			
TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)	27,500			
TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 20% of FGS)	30,000			
OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act.				



GRIDLOGICS

CIN: U72200PN2004PTC018754
www.gridlogics.com

Gridlogics Technologies Pvt. Ltd.

4th Floor, Sunflower Commercial, 77/1 Baner Road
Baner, Pune - 411045, India
Tel: 020-29704972 Fax: 022-39167397

Dated: 02/03/2022

Ref: GR/HR/REC/A2/102

To,
Aniket Saner
107 A, Ganesh Colony
Behind Court Shirpur Road
Chopda Dist-Jalgaon
Chopda Maharashtra India 425107

Subject: Appointment letter

Dear Aniket,

This is with reference to your application for employment and our subsequent interview. Accordingly we are pleased to extend our offer of employment to you, as given below:

Position: Software Engineer Trainee/Software Engineer - E2 (after 6 months)

Date of Joining: 28th February 2022

Timings: 10:00 AM to 7:00 PM

Training/Probation Period: In the first six months as a Training/Probation Period. Based on evaluation of your performance and capabilities demonstrated you will be issued a confirmation letter at the end of the 6 month period.

Salary/CTC: INR 3.50 LPA as a trainee, On confirmation: INR 3.90 LPA (min) to 4.20 LPA (max) based on 6 months performance (There will be Employee & Employer Provident Fund and Professional Tax and ESIC amount deducted from this).

Appraisal Schedule: The salary is subject to review on an annual basis (from date of confirmation) and appraisals are based on performance and motivation demonstrated by the employee.

Lock-in period: 2 Years - The candidate is expected to stay for a minimum period of 2 Years. In case the candidate leaves before the end of the lock-in period he/she will not be given any relieving letter or experience certificate and will also be asked to pay back the cost incurred on him/her by the company (including net salary). This lock-in period will be effective from the day of joining itself.

Location:

Gridlogics Technologies Pvt. Ltd. Sunflower, 4th floor, 77/1, Baner Road Baner, Pune - 411045

We look forward to having you on board with us, and welcome to our company. We hope you will enjoy working with us.

Regards,



Nisha Bhargava
Senior HR Executive



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Terms and conditions of employment

1. Notice period:

Internship/Training

During the Internship/Training period, your performance (technical competence and quality of work) will be regularly monitored. In case your performance is not as per the required standards, and further, even after sufficient warnings you are not taking any steps to improve your performance then the company reserves the right to terminate services with a 1-week notice or Immediate. you will be required to serve two month notice while on training and/or probation or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

After Probation: You will be required to serve two months notice on regularization after successful completion of probation, or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

2. Service Agreement Bond :

You and your surety, who should be a person of substantial means, will have to execute a Service Agreement Bond on a ₹ 20/- Stamp Paper (non – judicial) to complete the training and to remain in the service of Gridlogics or at the discretion of Gridlogics Management to serve for at least two years. In case you fail to complete your training successfully and/or serve the Company for the stipulated period of two years thereafter, you and your surety shall jointly and severally compensate the company for Stipend/Salary, joining expenses, TA/DA, medical expenses etc. paid during the training period and training expenses incurred by it on account of and in connection with your training and this amount will be recovered from you if you leave the Organization within the training/bond period. However, the total amount recoverable under this clause shall not exceed Rupees one lakh. Further you will be required to serve two month notice while on training and/or probation or pay salary (notice pay) in lieu thereof in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company. You shall not be released during your training period or during the period of operation of Service Agreement Bond for any employment elsewhere. You shall not apply for employment elsewhere during your training period or service period of two years thereafter, without the prior permission of the Gridlogics management. In case you have already applied and/or appeared in any such test, interview etc. before joining the service of Gridlogics, in the event of your selection you shall not join the new organization, unless you have fully complied with the terms and condition of the Service Agreement Bond. (ref. to annexure B)

3. Travel: One of the conditions of employment is that you should not be ineligible to travel on company business in India or abroad should the need arise. The duration of such visits may vary, depending upon the nature of the assignment. There are specific rules governing foreign travel. At present, these include signing



Subodh Kumar

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an agreement and guaranteeing return to the company on conclusion of the overseas project. The company reserves the right to modify such rules from time to time, to meet changing business needs and scenarios.

4. Transfer: Your services shall be transferable to any of the branches of the company, or associate companies or any other company with which this company may arrive at an understanding or agreement for transfer of your services. Your place of performance will be the location as specified from time to time.

5. Retirement Age: the retirement of all the employees is 58, you are liable to superannuated/retired from the services of the company.

6. Transport: You will arrange your own transportation for reporting to the work according to the timings stipulated time to time.

7. Change of Address: You shall inform the company about any changes in your residential address so as to facilitate the communication with you.

8. Medical Fitness: This appointment is subject to you being and remaining medically fit.

You will not undertake business of similar nature with any other company during the period of your employment with this company.

If during the course of your employment with this company, you are provided with company assets, you shall maintain the same in good working condition and you shall return the items to this company prior to your ceasing to be in the employment of the company. Any dues to be paid to you on your ceasing to be in the employment is liable to be withheld by the company if the said items so provided by the company are not returned to the company, apart from the company's right to proceed against you as per provisions of law.

If any declaration given or information furnished by you to the company, proves to be false or if you are found to have willfully suppressed any material information, in such cases you will be liable to termination of your services with the company without any notice.

If an employee commits any breach of the code of conduct and disciplinary procedures or his conduct is detrimental to the interests of the company his/her services will be terminated without any notice.

You shall work solely for the benefit of the company during your employment with the company. You will not disclose any proprietary and/or confidential information/trade or business secret received by you during the course of your functioning in our employment, to any other party.



Arshad Samir

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You shall surrender all the records, correspondences and other relevant papers connected with the business in the eventuality of your ceasing to be in the employment of this company.

During your employment with the company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the company. The company may, at its discretion, modify from time to time, the rules and regulations, as it deems fit, without notice.

Pre-condition for employment: The terms and conditions laid out above are pre-conditions for employment. Our offer for employment is not valid if you do not agree to any of these terms and conditions. The offer is not valid unless you sign the Non-Competition and Confidentiality agreements at the time of joining. A copy of the agreements can be made available to you for review.

Sincerely,



Nisha Bhargava
Senior HR Executive

(To be filled by the Employee)

Accepted:

Aniket Vilas Sanner



02 Mar 2022

Name

Signature

Date



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CONFIDENTIALITY AGREEMENT

REF: GR/LEG/CON/70921

This Confidentiality Agreement ("Agreement") is entered into as of the Effective Date 28th February 2022 Set forth below between Gridlogics Technologies (P) Ltd, with a principal place of business at 4th Floor, Sunflower Commercial, 77/1 Baner Road, Baner, Pune – 411045, India (hereafter referred to as "Gridlogics") and Mr. Aniket Saner Address: 307 A, Ganesh Colony, Behind Court Shirpur Road, Chopda Dist-Jalgaon Chopta Maharashtra India 425107. (Hereafter referred to as "Individual")

WHEREAS, Gridlogics desires to engage Individual in connection with certain aspects of the design and development of products for Gridlogics; and WHEREAS, in connection with such relationship, Individual may be given access to, generate, or otherwise come into contact with certain proprietary and/or confidential information of Gridlogics or clients of Gridlogics; and WHEREAS, Individual and Gridlogics desire to prevent the dissemination or misuse of such information.

WITNESSETH:

In consideration of the covenants and agreements herein contained an intended to be legally bound hereunder, Gridlogics and Individual agree as follows:



- 1. Definition.** "Confidential Information" shall mean confidential or other proprietary information that is disclosed by Gridlogics to individuals, including without limitation, business plans, financial reports, and other business information, product plans, and specifications, software designs and code (including source code), and any related information, materials or documents in any form. Confidential Information shall not include information as to which the Individual can show: (i) is or becomes a part of the public domain through no act or omission of Individual; (ii) is in Individual's possession, with no confidentiality restrictions, before the time of disclosure under this Agreement; or (iii) is released from confidential treatment by written consent of Gridlogics.
- 2. Restrictions on Use.** Individual agrees that, as a condition to the receipt of Confidential Information under this Agreement, the recipient shall: (i) not disclose directly or indirectly, to any third party any portion of the Confidential Information without the prior written consent of Gridlogics; (ii) not use or exploit the Confidential Information in any way except to explore a potential business relationship between the parties; (iii) promptly return or destroy, at Gridlogics's option all material and documentation containing the Confidential Information; (iv) take all necessary precaution to protect the confidentiality of Confidential Information received hereunder and exercise at least the same degree of care in safeguarding the Confidential Information as Individual would with its confidential information; and (v) promptly advise Gridlogics in writing upon learning of any unauthorized use or disclosure of the Confidential Information. If an individual is required under a final judicial or governmental order to disclose any Confidential Information received from Gridlogics, Individual may disclose the Confidential Information to the extent required by such order, provided that they give Gridlogics sufficient prior notice to contest such order.
- 3. Ownership.** All Confidential Information furnished hereunder shall, unless specified in writing, remain the property of Gridlogics. Gridlogics does not grant to Individual any license, by implication or otherwise, to use the Confidential Information, other than for the limited purpose of exploring a potential business relationship between the parties, or any license rights whatsoever in any patent, copyright, or any other intellectual property rights regarding the Confidential Information.
- 4. Disclaimer.** The Confidential Information is disclosed "AS-IS". Nothing contained in this Agreement or any Confidential Information shall constitute any express or limited warranty of any kind,

Aniket Saner

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Tel: 020-29704972 Fax:022-39167397

- including without limitation any warranty of merchantability, fitness for a particular purpose, or non-infringement of any patent, copyright, or other third parties intellectual property right.
5. **Non-Competition.** The individual agrees and covenants that because of the confidential and sensitive nature of the Confidential Information and because the use of, or even the appearance of the use of, the Confidential Information in certain circumstances may cause irreparable damage to Gridlogics and its reputation, or to clients of Gridlogics, Individual shall not for six months after the termination of this agreement, engage, directly or indirectly, or through any corporations or associates in any business, enterprise or employment which is directly competitive with Gridlogics.
 6. **Savings Provision.** Gridlogics and Individual agree and stipulate that the agreements and covenants not to compete contained in the preceding paragraph are fair and reasonable in light of all of the facts and circumstances of the relationship between Individual and Gridlogics; however, Gridlogics and Individual are aware that in certain circumstances courts have refused to enforce certain agreements not to compete. Therefore, in furtherance of and not in derogation of the provisions of the preceding paragraph Gridlogics and Individual agree that in the event a court should decline to enforce the provisions of the preceding paragraph, that paragraph shall be deemed to be modified to restrict an individual's competition with Gridlogics to the maximum extent, in both time and geography, which the court shall find enforceable; however, in no event shall the provisions of the preceding paragraph be deemed to be more restrictive to individual than those contained therein.
 7. **Miscellaneous.** Individuals recognize that a breach of this Agreement will cause irrevocable harm to Gridlogics that is inadequately compensable in damages and that Gridlogics is entitled to injunctive relief for such breach. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision hereof. No provision of this Agreement may be amended or waived without a written agreement signed by each party. This Agreement shall be governed by the laws of the State of Maharashtra and Central Laws of India.

IN WITNESS THEREOF, Gridlogics and Individual have entered into this Confidentiality Agreement as if the Effective Date set forth below.

For Gridlogics Technologies (P) Ltd

Individual



Nisha Bhargava
Senior HR Executive

Name: Aniket Vilas Sanner

Effective Date: 28 February 2022

GRIDLOGICS CIN: U72200PN2004PTC018754 www.gridlogics.com	Gridlogics Technologies Pvt. Ltd. 4 th Floor, Sunflower Commercial, 77/1 Baner Road Baner, Pune - 411045, India Tel: 020-29704972 Fax: 022-39167397
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ANNEXURE 'B' (Ref : GRN MH013880017202122E)

Specimen Copy of Service Agreement-Cum-Guarantee Bond and Undertaking from Surety SERVICE AGREEMENT – CUM – GUARANTEE BOND (On Non-Judicial Stamp Paper of value 20 rs. as per State Rules) WHEREAS Mr. Aniket Saner son of Mr. Vilas Saner residing at 107 A, Ganesh Colony, Behind Court Shirpur Road, Chopda Dist-Jalgaon Chopda Maharashtra India 425107(hereinafter referred to as "Individual") has been selected by Gridlogics Technologies Pvt Ltd. (hereinafter referred to as "Company", to be appointed as Software Engineer Trainee in the "Company"

NOW, therefore, it is hereby agreed and declared as follows:

1. Individual agrees that he/she shall serve the Company faithfully and diligently for a period of two years from the date of his/her joining the Company.

2. If the Individual leaves the company at any time before a period of two years, then the Individual agrees to pay to the Company six months full salary (CTC) paid to the Individual during the training/probation period and any other training expenses incurred by it on account of and in connection with your onboarding.

3. In case of any dishonesty, fraud, misconduct or breach of the rules and regulations, the Company reserves the right to terminate, dismiss or discharge the Individual. The provisions and due amount as stipulated in clause 2 will still apply in such cases. For all such cases, the decision of the Company shall be final and binding.

4. Individual will not apply for employment elsewhere during his/her training period or service period of two years thereafter, without the prior permission of the Gridlogics management. In case Individual has already applied and/or appeared in any such test, interview etc. before joining the service of Gridlogics, in the event of your selection you shall not join the new organization, unless you have fully complied with the terms and condition of this Service Agreement Bond

5. Individual will be required to serve a two-month notice period in addition to fulfilling the obligation stipulated in the Service Agreement Bond/ Rule of the Company.

Aniket Saner 

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6. The said Mr. Aniket Sanner, residing at 107 A, Ganesh Colony, Behind Court Shirpur Road, Chopda Dist-Jalgaon Chopda Maharashtra India 425107 and Mr. Vilas Sanner, residing at 107 A, Ganesh Colony, Behind Court Shirpur Road, Chopda Dist-Jalgaon Chopda Maharashtra India 425107 hereby guarantee jointly and severally the repayment of the amount due to the Company by the Individual in accordance with the provisions of this agreement and agree and undertake that they shall be jointly and severally liable to the Company for the repayment of the said amount in the event of individual failing to repay the amount to the Company on demand. It is hereby further mutually agreed and declared that the said Sureties Mr. Aniket Sanner and Mr. Vilas Sanner, shall not be discharged or released from the guarantee by any arrangements made between individual and the Company with or without the assent of any of the said Sureties or by any forbearance whether as to payment time, performance or otherwise.

SIGNED AND DELIVERED BY :

Mr. Aniket Vilas Sanner



Date: 02 Mar 2022

Aniket Sanner

(Signature of Candidate)

SIGNED AND DELIVERED BY :

Mr. Vilas Sanner

Date: 03 Mar 2022

Vilas Sanner

107A Ganesh Colony Chopda Dist-Jalgaon

(Signature & complete address of SURETY)

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UNDERTAKING FROM SURETY

Name : Vilas Saner

Address : 107 Ganesh Colony Chopda Dist-Jalgaon

Dear Sir, I am pleased to inform you that I am prepared to execute a Surety Bond in favour of the Gridlogics Technologies Pvt Ltd. to ensure that Mr. Aniket Saner, will serve the Company for a minimum period of two years from the date of joining.

The information required by you is furnished herein below and I hereby declare that all the entries in this form are true :

1. Name of Surety: Vilas Saner
2. Permanent Residential Address : 107 A Ganesh Colony ,Chopda Dist -Jalgaon
3. Age : 52
4. Date of birth : 21 Dec 1969
5. Place of employment : Chopda
6. Name of Employer : Service
7. Total monthly salary/emoluments: --
8. Relation with the applicant, if any : Son
9. Details of other assets, if any : NA
10. Have you always been solvent? : --



Yours faithfully,

Name of Surety: Vilas Saner

Address of the Surety : 107 A Ganesh Colony Chopda Dist-Jalgaon

(Signature of the Surety in full)





CHALLAN
MTR Form Number-6



GRN	MH013880017202122E	BARCODE	[Barcode]		Date	01/03/2022-18:25:30	Form ID
Department				Inspector General Of Registration			
Type of Payment				Non-Judicial Stamps			
Office Name				HVL3_HAVELI 3 JOINT SUB REGISTRAR			
Location				PUNE			
Year				2021-2022 One Time			
Account Head Details				Amount In Rs.			
0030049101				Amount of Tax			
				20.00			
Tax ID / TAN (If Any)							
PAN No.(If Applicable)				AAGCG2307L			
Full Name				GROLOGICS TECHNOLOGIES PVT LTD			
Flat/Block No.				4TH FLOOR			
Premises/Building				SUNFLOWER COMMERCIAL			
Road/Street				BANER			
Area/Locality				BANER			
Town/City/District				PUN			
PIN				4 1 1 0 4 5			
Remarks (If Any)							
Amount In				Twenty Rupees Only			
Total				20.00			
Words							
Payment Details				UNION BANK OF INDIA			
FOR USE IN RECEIVING BANK							
Cheque/DD Details				Bank CIN			
				Ref. No.			
				029017020200130810			
Cheque/DD No.				508739110			
Bank Date				RBI Date			
				01/03/2022-18:25:54			
Name of Bank				Not Verified with RBI			
Bank Branch				UNION BANK OF INDIA			
Name of Branch				Scrub No. , Date			
				Not Verified with Scrub			

Department ID : 990501522
 NOTE:- This challan is valid for document to be registered in Sub Registrar office only. Not valid for unregistered document.
 नॉट वॉलिड फॉर डॉक्युमेंट्स टो बी रेजिस्टर्ड इन सब रेजिस्ट्रार ऑफिस. नॉट वॉलिड फॉर अनरेजिस्टर्ड डॉक्युमेंट्स.

Adhar

Vinay



Gridlogics Technologies Pvt Ltd.

Proposed salary structure


Name: Aniket Saneer
 Designation: Trainee Software Engineer (E1) DOJ: _____
 Taxpayer category: Individual below 60 years
 Total cost to company: 150,000.00 Revision: _____

28 Feb 2022

Sr No	Particulars	How decided	%	Amount Rupees	Amount Per Month	
1	Basic salary	% of Fixed Salary	Add			
2	House Rent Allowance	% of Basic	Add	30%	105,000	8,750
3	Leave Travel Allowance	% of Basic	Add	50%	52,500	4,375
4	Other Allowance	Balancing number	Add	0%	-	-
5	Transport Allowance	Fixed sum	Add		127,954	10,663
6	Medical Allowance	Fixed sum	Add		19,200	1,600
7	Children Education Allowance	Fixed sum	Add		15,000	1,250
8	Bonus/ Ex Gratia	Fixed sum	Add		-	-
	Fixed salary		Add	8%	8,747	729
10	Company's contribution to Provident Fund	12% of Basic+LTA+TA+ME+ Bonus+ Other Allow. or max 1800 pm	Add	12%	328,400	27,367
	Other costs incurred by the company:				21,600	1,800
11	Gratuity	% of Basic				
12	Other Benefit	Performance Bonus				
13	Other Benefit					
14	Mediclin Insurance	Fixed sum				
	Total cost to company:				350,000	29,167
15	Employees contribution to Provident Fund	12% of Basic+LTA+TA+ME+ Bonus+ Other Allow. or max 1800 pm	Less			1,800
16	Company's contribution to Provident Fund	12% of Basic+LTA+TA+ME+ Bonus+ Other Allow. or max 1800 pm	Less			1,800
17	Profession Tax		Less			200
	Net Salary					25,367

Aniket Saneer



GRIDLOGICS  CIN: U72200PN2004PTC018754 www.gridlogics.com	Gridlogics Technologies Pvt. Ltd. 4 th Floor, Sunflower Commercial, 77/1 Baner Road Baner, Pune - 411045, India Tel: 020-29704972 Fax:022-39167397
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Date: 15 February 2022

To,
Shubham Khaimar
14 B Nakul Sahadev Society,
Near Vasudev Baba Temple
Shirpur, Dhule Maharashtra - 425405

Subject – Confirmation Letter

Dear Shubham,

We are pleased to confirm your employment at Gridlogics Technologies Pvt. Ltd as Software Engineer(E2) w.e.f. 18th February 2022.

Your annual salary is INR 3.50 LPA (There will be Employee & Employer Provident Fund and Professional Tax, deducted from this). All other terms & conditions of your services will remain the same as mentioned in the appointment letter.

We wish you an exciting and bright career ahead at Gridlogics.

For Gridlogics Technologies Pvt. Ltd.




Nisha Bhargava
Senior HR Executive





Offer: Computer Consultancy
Ref: TCSL/DT20218716958/Pune
Date: 29/01/2022

Ms. Harshada Satish Yeshirao
Bhavani Tek, Near P.B.M. Highschool, ShirpurBhavani Tek,
Near P.B.M. Highschool,
Shirpur-425405,
Maharashtra,
Tel# 91-9604676871

Dear Harshada Satish Yeshirao,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TCS Confidential
TCSL/DT20218716958

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Hyatt Towers, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwade, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6609 2107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3113 Email: careers@tcs.com





Date: March 11, 2022
Ref: LTI/HR/Campus/NE6/2022
Name: Harshada Satish Yeshiroo
College: R.C.Patel Educational Trust's Institute of Management Research and Development, Shirpur

OFFER OF EMPLOYMENT

Dear Harshada Satish Yeshiroo,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Associate Trainee**.

During the initial training period, your CTC including all benefits will be **Rs.3,14,000/-** as per the details mentioned in **'Annexure-1'**.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in **'Annexure-2'**.

In the event that the compensation package requires restructuring in order to comply with the proposed Code on Social Security, 2020, your compensation will be restructured in a manner that will be cost neutral for the Company.

The date of commencement of training and venue for reporting will be intimated to you in advance.

During the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to actively participate in such programs and add maximum value to your professional and personal growth.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



4. Background Verification

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

5. Letter Acceptance

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltiinfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the Campbuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



Ashish Malik
Associate Director -
Talent Acquisition

I have read the letter and accept the same.

Signature and Date



ANNEXURE-1

Name : Harshada Satish Yeshirao		Date : March 11, 2022
Salary Grade : AT1		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		6,015
Bonus		1,750
A. Base Salary (PA)	273,180	22,765
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	273,180	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclain Premium	10,556	
D. Retirals & Other Benefits	40,820	
Cost to Company (CTC) C+D	314,000	



<p>Medical Insurance Premium: The Group Mediclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a. Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.</p>		
<p>Group Term Life Insurance (GTLI): There shall be a deduction of GTLI premium from your monthly salary to cover you under this Program. In case you choose to opt out of this Insurance program, you shall voluntarily to do so in December every year.</p>		
<p>Notes: 1) Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules. 2) H.R.A. will be deducted for accommodation (if any) provided by the Company. 3) You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy. 4) The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act. 5) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution. 6) The eligibility for payment of Gratuity is a minimum of five years of service in the Company. 7) The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same. 8) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.</p>		
<p>- Following are the components applicable to you under Bouquet of Benefits (BOB).</p>		
Components	Limits	Remarks
House Rent Allowance (PM)	30% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Leave Travel Allowance (PA)	Rs. /-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional
<p>*Balance amount under Bob will be paid as Adhoc Allowance per month and will be fully taxable. -You are required to declare your options under Bob in the SSC Portal.The guidelines relating to Bob are available under HR Policies. - Income Tax will be deducted at source wherever applicable as per Income Tax rules. - Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.</p>		



ANNEXURE-2

Eligibility Criteria for New Engineering Candidates - Year 2022-2023		
Qualification	BSC, BCA, BCL, BBA (CA, CS, CB, CC)	Diploma
Branches:	Computer Science/Information Technology/Information science and Electronics	
Age Criteria: As on 31 st July of Passing year (2022)	Less than 23 years	Age - 18 years and less than 23 years
Academic Gap:	Academic gap allowed only after the completion of the entire course i.e after SSC/After HSC or Diploma. No Year drop allowed.	
Course must complete in:	3 Years	
MC, HSC Percentage / CGPA:	50% & Above OR Equivalent CGPA	
Diploma/Graduation Percentage/CGPA:	NOTE: • SSC/HSC should have cleared in <u>FIRST ATTEMPT</u> only. • Re-exam (Supplementary or improvement exam) given soon after the Main exam will NOT be considered. • For candidates pursuing HSC and Diploma (both), marks scored in the Diploma course will be taken into consideration.	
	Aggregate of 60% & Above OR Equivalent CGPA • For the interview process, an aggregate of 60% & above <u>of the last conducted examination</u> will be considered. • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester result. • Includes aggregate of all semesters AND of appeared subjects (irrespective of the University rule) • Conversion from CGPA into Percentage must be calculated as per your respective University norms. • Provisional/Passing Certificate must state Final Class	
Re-attempts/ATETs/Backlogs/Arrears (Diploma, Graduation)	• No arrears/backlogs allowed during the interview process • All backlogs (if any) must be cleared <u>with the final semester exam</u> . • All final semester subjects must be attempted and cleared in the first attempt (No re-attempts/ATETs/Backlogs/Arrears allowed in the final semester of any course) • No re-attempts/ATETs/Backlogs/Arrears allowed in the <u>final semester of any course</u> . • Any pending re-attempts/ATETs/Backlogs/Arrears in the current course (obtained after the interview process) <u>must be attempted and cleared with the final semester examination</u> .	
Nature of Course:	All Full Time courses Only	
Year of Passing:	2022 SUMMER Pass outs Only	
Citizenship:	Resident Indian Citizens Only	
Your College/Institution MUST be:	UGC / AICTE /State Board Approved ONLY	
Pre-employment Verifications:	Not been involved in any court proceedings and/or convicted for any offence	
Pre-employment Medical Certificate:	Submitting a Medical Certificate of Fitness in the format prescribed by LTI at time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS	
Training phase:	The period of training (Hybrid/remote) and the subsequent technology tracks assigned for training are purely subjected to the business requirements. Non performance during training for the job phase is subjected to separation from the organization	
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 90 days in the organization in the twelve months immediately preceding the date of her expected date of delivery	



LTI

Letter of Intent

Self Declaration:

1. I hereby declare that I meet all the eligibility criteria exactly as stated above and agree to abide by all the terms of my application.
2. I am aware that this hiring process is completely free of cost.
3. I am aware that I may be subjected to immediate action by the University at any time during or after the interview process for violation of formal hiring and admissions/providing incorrect information or not complying with the criteria mentioned above.
4. I am flexible to work at any LTI Development Center/ Customer Site/ Hub/ Centre as per business requirement.
5. I am flexible to work in any technology/ domain/ work shift assigned to me based on the business requirements.
6. I declare that I have NOT appeared for any LTI Interview process anywhere in the past 6 months from the date of my interview process.
(If found so, LTI may take immediate action and cancel the candidature at any stage.)

Candidate Signature: _____

Name: _____

Institution Name: _____

Mobile No: _____



6. You will be based in Pune and your place of work will be discussed and agreed with your reporting manager. We will ensure that you have the facilities and equipment to perform your duties, as indicated by BBD, and this will be paid for by BBD.
7. You are required to familiarize yourself with the proceedings/rules, policies and regulations as displayed on company notice boards and/or issued by the company from time to time. It should be noted that in addition to the normal application of the company's Disciplinary Procedure, the company applies a strict rule of "NO WORK - NO PAY" for all unauthorized stoppages/absences. Please contact your immediate superior should you have any queries in this regard.
8. You will be required to adhere to all the company's reasonable policies and rules relating to its staff, as implemented, amended and notified to you in writing by the company from time to time.
9. Should you require to be absent from work for any reason whatsoever, you must either personally or through Human Resources, notify the company immediately of this and also of when you expect to be able to return to work. Please note that any absence from work will be unpaid leave.
10. BBD reserves the right to alter / modify working hours, leave, facilities / amenities within the statutory limits.
11. During your tenure with the company you will, at all times, observe secrecy in respect of any technical, trade or business documents, customers names/business details or any other information that might come to your knowledge or possession, which according to the company are necessarily confidential and form valuable property of the company. You shall not discuss nor cause the discussions of any such data in any manner whatsoever. You will also be responsible for the protection and furtherance of the company's best interest at all times, including after you cease to be on the company's role. In addition in the event of your leaving the companies services, you are expected not to take up employment or enter into any type of business/commercial association with any of the company's client or their associates for a period of two year from the date of engagement.
12. You are to treat as strictly confidential the affairs of BBD and its customers and / or any information that may come to know during the course of your tenure with BBD, the divulgence of which to anyone outside the company might prove detrimental to the interests of BBD in its opinion. Breach of this condition on your part will entitle BBD to immediately terminate your services.



13. You will be required to sign a Non-Disclosure agreement with BBD, which is attached to this letter. Additionally, you will be subject to BBD Non-Disclosure, Non-Compete and Inventions Agreement that you will also be required to sign upon your engagement. The Company reserves the right to terminate your services without any compensation or notice thereof, if you are found to be in moral breach of your responsibilities, or following a code of conduct, not in line with the Company's guidelines and values, or if any information provided by you is at any time, found to be false, or if you are in contravention of the terms of this letter or in the opinion of the Company you have committed any misconduct.
14. You are strictly prohibited from bringing any unauthorized / infringed copies of software on to the office premises, from any external sources or copying software on the system to another which may include any violations of the provisions of the copyrights act.
15. You will devote your full time to the work of BBD and shall not undertake any direct / indirect business or work, honorary or remunerative except with the written permission of the company.
16. Upon termination of your Contract Letter, you will return to the Company all documents/floppies/CDs, hardware such as laptop, headphone, data card etc and any other article and/ or copies thereof belonging to the Company or its clients, which may at the time be in your possession.
17. You will forthwith inform BBD of any changes in your residential address & contact telephone number.
18. At the time of joining you are requested to submit copies of your identify proofs [passport, driving license, PAN Card] academic certificates, proof of date of birth [birth certificate or matriculation certificate] and photograph.
19. We look forward to your fruitful association and participation in our company.
20. Please return the duplicate of this letter, duly signed, in token of acceptance of the terms and conditions of your contract.

Offered by:

EXECUTIVE
Barone Budge and Dominick India Pvt Ltd



Barone, Budge and Dominick India Pvt Ltd. CIN No. U72900MH2011PTC020700. PAN: AAAC2084A. TAN: MH0001112.
Offices: Mumbai Office • Bangalore • Delhi • London • Singapore • Hyderabad
Website: www.bbdindia.com

I accept this Contract Letter on all of the stipulated terms and conditions as noted above.

Name: _____ Date: _____

The commencement date of the Contract Letter with Barone Budge and Dominick India Pvt Ltd will be



Barone, Budge and Dominick India Pvt Ltd. CN No. 37/82274/2017/1/2017/MS. 2nd Floor, 1st, 4th Floor/2/1
Office at South Africa + Singapore + India + United Kingdom + Netherlands
Website: www.baronebudge.com

13. You will be required to sign a Non-Disclosure agreement with BBD, which is attached to this letter. Additionally, you will be subject to BBD Non-Disclosure, Non-Compete and Inventions Agreement that you will also be required to sign upon your engagement. The Company reserves the right to terminate your services without any compensation or notice thereof, if you are found to be in moral breach of your responsibilities, or following a code of conduct, not in line with the Company's guidelines and values, or if any information provided by you is at any time, found to be false, or if you are in contravention of the terms of this letter or in the opinion of the Company you have committed any misconduct.
14. You are strictly prohibited from bringing any unauthorized / infringed copies of software on to the office premises, from any external sources or copying software on the system to another which may include any violations of the provisions of the copyrights act.
15. You will devote your full time to the work of BBD and shall not undertake any direct / indirect business or work, honorary or remunerative except with the written permission of the company.
16. Upon termination of your Contract Letter, you will return to the Company all documents/floppies/CDs, hardware such as laptop, headphone, data card etc and any other article and/ or copies thereof belonging to the Company or its clients, which may at the time be in your possession.
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18. At the time of joining you are requested to submit copies of your identify proofs [passport, driving license, PAN Card] academic certificates, proof of date of birth [birth certificate or matriculation certificate] and photograph.
19. We look forward to your fruitful association and participation in our company.
20. Please return the duplicate of this letter, duly signed, in token of acceptance of the terms and conditions of your contract.

Offered by:

EXECUTIVE

Barone Budge and Dominick India Pvt Ltd

Barone Budge and Dominick India Pvt Ltd. CIN No. U10000GJ2011PTC000168. PAN: AAG1708AA. TAN: JH0491223.
Offices in South Africa • Gujarat • India • United Kingdom • Netherlands
Website: B.Dominick.Ind.India.Pvt.Ltd



Date: 1 October 2021

Name: Pritesh Bhavsar

Address: Shirpur, India

Dear Pritesh

CONTRACT LETTER

We are pleased to inform you that you are selected as **INTERN** for **Barone Budge and Dominick India PVT Limited, (BBD)** on the following terms and conditions:

1. Your service is for the period 1st January 2022 to 30th June 2022, however, your services may be terminated prior to completion of the said period by giving 30 days' notice from either side. From the date of commencement of your service until further notice, you will be reporting to **Chetan Korat** who will be instructing you from time to time about the nature of your duties and/or jobs to be performed. Your services will be as directed by the Company from time to time, and will require the ability to travel.
2. With effect from the date of commencement of your service you will be paid a stipend of **INR 21,000 per month**. All payment in terms of this letter shall be subject to deduction of tax at source at rates as may be prevalent at the time of deduction under the Income Tax Act, 1961. No emoluments and/or payments other than those specified in this clause will be paid to you.
3. Potential permanent employment may be offered after the completion of the 6-month internship program; this is subject to your performance during the internship program and at the discretion of the company.
4. You are required to work eight (8) hours per day. You will be required to complete weekly timesheets for the hours that you have worked. Your nominal working hours will be 9:30 am to 6:30 pm Monday to Friday with one hour lunch each day as determined by you, although you will be expected to work additional hours or days as required for the execution of your duties.
5. Please note that this letter of service is confidential between you and the company and should not be discussed with anyone.





6. You will be based in Pune and your place of work will be discussed and agreed with your reporting manager. We will ensure that you have the facilities and equipment to perform your duties, as indicated by BBD, and this will be paid for by BBD.
7. You are required to familiarize yourself with the proceedings/rules, policies and regulations as displayed on company notice boards and/or issued by the company from time to time. It should be noted that in addition to the normal application of the company's Disciplinary Procedure, the company applies a strict rule of "NO WORK - NO PAY" for all unauthorized stoppages/absences. Please contact your immediate superior should you have any queries in this regard.
8. You will be required to adhere to all the company's reasonable policies and rules relating to its staff, as implemented, amended and notified to you in writing by the company from time to time.
9. Should you require to be absent from work for any reason whatsoever, you must either personally or through Human Resources, notify the company immediately of this and also of when you expect to be able to return to work. Please note that any absence from work will be unpaid leave.
10. BBD reserves the right to alter / modify working hours, leave, facilities / amenities within the statutory limits.
11. During your tenure with the company you will, at all times, observe secrecy in respect of any technical, trade or business documents, customers names/business details or any other information that might come to your knowledge or possession, which according to the company are necessarily confidential and form valuable property of the company. You shall not discuss nor cause the discussions of any such data in any manner whatsoever. You will also be responsible for the protection and furtherance of the company's best interest at all times, including after you cease to be on the company's role, in addition in the event of your leaving the companies services, you are expected not to take up employment or enter into any type of business/commercial association with any of the company's client or their associates for a period of two year from the date of engagement.
12. You are to treat as strictly confidential the affairs of BBD and its customers and / or any information that may come to know during the course of your tenure with BBD, the divulgence of which to anyone outside the company might prove detrimental to the interests of BBD in its opinion. Breach of this condition on your part will entitle BBD to immediately terminate your services.

13. You will be required to sign a Non-Disclosure agreement with BBD, which is attached to this letter. Additionally, you will be subject to BBD Non-Disclosure, Non-Compete and Inventions Agreement that you will also be required to sign upon your engagement. The Company reserves the right to terminate your services without any compensation or notice thereof, if you are found to be in moral breach of your responsibilities, or following a code of conduct, not in line with the Company's guidelines and values, or if any information provided by you is at any time, found to be false, or if you are in contravention of the terms of this letter or in the opinion of the Company you have committed any misconduct.
14. You are strictly prohibited from bringing any unauthorized / infringed copies of software on to the office premises, from any external sources or copying software on the system to another which may include any violations of the provisions of the copyrights act.
15. You will devote your full time to the work of BBD and shall not undertake any direct / indirect business or work, honorary or remunerative except with the written permission of the company.
16. Upon termination of your Contract Letter, you will return to the Company all documents/floppies/CDs, hardware such as laptop, headphone, data card etc and any other article and/ or copies thereof belonging to the Company or its clients, which may at the time be in your possession.
17. You will forthwith inform BBD of any changes in your residential address & contact telephone number.
18. At the time of joining you are requested to submit copies of your identify proofs [passport, driving license, PAN Card] academic certificates, proof of date of birth [birth certificate or matriculation certificate] and photograph.
19. We look forward to your fruitful association and participation in our company.
20. Please return the duplicate of this letter, duly signed, in token of acceptance of the terms and conditions of your contract.

Offered by:

EXECUTIVE

Barone Budge and Dominick India Pvt Ltd



I accept this Contract Letter on all of the stipulated terms and conditions as noted above.

Name: _____ Date: _____

The commencement date of the Contract Letter with Barone Budge and Dominick India Pvt Ltd will be





Ref: TCSL/DT20195881530/1665093/Hyderabad
Date: 02 December 2021

MS. ASHWINI EKANATH THAKUR
56 B, Laxmi Nagar null,
Behind I.T.I College, Deopur, Dhule,
Maharashtra-424005.
Tel# 919322663032

Sub: Joining Letter

Dear Ms. Ashwini Ekanath Thakur,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **13th December 2021** , your joining location is **Pune** , work location is **Pune** and your stream is **CBO** . This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining** .

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.



Private and Confidential

TATA CONSULTANCY SERVICES

Tata Consultancy Services Ltd

Postpaid Mark, Technopark Campus, Narvekar Chowk, Thiruvananthapuram - 695 021, Kerala, India
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com
Registered Office : Nirmal Building, 9th Floor, Naraina Patti, Mumbai - 400 021
Corporate Identification Number (CIN): L22210MH1995PLC006478

Page | 1



TCS Xperience Program

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is carefully designed to develop software engineering skills, nurture professionalism and inculcate a process mindset. This program provides the perfect platform to polish the skills you have gained through the TCS Xplore program, making you 'project ready'.

The duration of your TCS Xperience Program is based on your performance in TCS Xplore program and business requirements.

The program has regular assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You also have to fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.





We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!!

Warm regards,

Janardhan S
Global Head - Talent Development



Click here or use a QR code scanner from your mobile to validate the joining letter





Letter of Appointment

Dear Runval Borse,

We are pleased to confirm your employment with Collaboratorz Communications & Consulting Pvt Ltd (the "Company"). Please note that as part of the Collaboratorz family, you will be required to provide services to our US and EU-based clients. Providing these services may entail traveling and working in different locations within and outside your hiring country.

We have set out your employment terms and conditions in Appendix A and the general employment terms and conditions in Appendix B. These terms and conditions supersede any verbal discussions regarding your employment arrangements.

Please take the time to read these documents and understand your employment package. In addition to the information shown on the following pages, you will also be required to abide by the Collaboratorz HR Policies, the Code of Conduct, and other policies and regulations implemented by the Company or the Group.

Your employment terms should be treated with the strictest confidence. Should you have queries on your employment terms, benefits, or policies, please get in touch with your local management.

To accept this employment, please sign on page 2 and return one copy of the letter and appendices to us by September 30, 2022.

We wish to take this opportunity to welcome you to the Group and wish you every success with the Company.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Shashank Malhotra".

Shashank Malhotra

Managing Director





APPENDIX A - Personal Employment Terms and Conditions

Title/Category

Your corporate title is "Analyst -Java."

Your position and title may change as a result of the promotion or other operational requirements of the Company's business.

Employment

Your employment shall commence on **October 3, 2022**.

Subject to the satisfactory completion of your 3-month probation period, your employment shall continue until the satisfactory execution of the responsibilities as determined by the Management or until terminated in accordance with paragraph B4 in Appendix B.

Location and Working Hours

You will work remotely from your home office location. The total of your official working hours (excluding one-hour lunch daily) is 40 hours per week. Your local business management will determine specific working hours. Depending on your department's needs, you may also be required to work outside the official hours for the proper performance and discharge of your duties, for which you will receive no additional overtime payment.





Remuneration

Your Annual CTC salary will be **Indian Rupees 3,00,000/-** per year (Three lakhs per year). Below is the salary breakup.

Component Name	Amount
Annual CTC	300000
Monthly CTC	25000
Earnings	
Basic	12500
HRA	6250
Medical Allowance	1250
Telephone & Internet Allowance	800
Special Allowance	4200
Total Earnings	25000
Deductions	
PF	0
Medical Insurance	500
Total Deductions	500
Net Pay	24500





Probation

You will be on probation initially for three (3) months. The probation period may be curtailed or extended at the Management's discretion. Your performance will be evaluated monthly. The continuation of your appointment shall be subject to the overall review of your performance by the Management.

Leave

You are eligible for 1 (one) day of Earned Leave every month. All Earned Leave must be availed after prior consent of the local Manager in writing. Unutilized annual leave cannot be encashed.

APPENDIX B - General Employment Terms and Conditions

Confidentiality

You will not divulge to any unauthorized person nor use for any purpose other than company's during the period of your employment with us or thereafter, any information concerning the company's (or its clients) operation, projects, strategy, etc. that you may come to have as an employee of the company. A separate Confidentiality and Non-Disclosure Agreement is enclosed. Please sign a copy of the same and return it.

Performance

Your performance will be reviewed before or after the successful completion of the probation period or as management may deem fit. Your future appraisal will be done based on your performance.

Termination of Service

Notice Period required for termination of employment from both the employer and employee is fifteen days (15 Days). However, the Company reserves the right to terminate the employment by paying fifteen days' salary/wages in lieu of notice. The Company reserves the right to terminate the employment in case of nonperformance of duties and on disciplinary grounds at any time during the contract without giving any notice and compensation.

Background Verification





Collaboratorz reserves the right to go for a Background check. If the information provided in your application is false, you will be liable to be removed from the company's services without any notice.

Non-solicitation

During the term of your employment, and for three (3) years immediately thereafter, you agree not to solicit any employee or independent contractor of the Company on behalf of any other business enterprise, nor shall you induce any employee or independent contractor associated with the Company to terminate or breach an employment, contractual or other relationship with the Company.

Possession

Upon termination of employment, you shall return all the belongings Company issued to you by the company, like laptops and phones, at the time of commencement.





SAAMTEK IT LABS PVT. LTD.

Registered Office: 1, Bharat Nagar, Near Tulshiram Nagar, Deopur, Dhule (MH) (I).
Corporate Office: 1, Bharat Nagar, Near Tulshiram Nagar, Deopur, Dhule (MH) (I).

Appointment Letter

To,

Date : 06/02/2022

Ms. Yamini Arun Khairnar

Address: 1, Bharat Nagar, Near Tulshiram Nagar, Deopur, Dhule (MH) (I).

Telephone: +91 7620844480 | Email: yaminikhairnar99@gmail.com

Subject: Certificate for joining | Designation: Trainee Programmer (TP)

Dear Yamini, Congratulations on your appointment and being a part of SAAMTEK IT LABS.

SAAMTEK IT LABS is a Software Development & Consulting (IT Services Provider Company). We work for our customer to find correct, cost effective and world class IT solutions for enhancing their business. We are using various types of advance programming technologies and expert tools for accomplishment of work.

With reference to your application & our selection procedure, we offer you this appointment letter in which your candidature is considered.

As a member of this highly motivated team, you will have great opportunity to experience interesting and challenging work, and you will enjoy the sense of accomplishment of watching the services that you have worked on performing in the market place. As our company grows, you will have ample career growth opportunities with us. As we are structured organization, all of us are collectively responsible for performance of the business as a whole. However there are separate responsibilities, which highlight the particular designation and accountability towards it.

We congratulate on your appointment and welcome to you in our company. Please sign & return duplicate copy as taken of acceptance for the same. Thereof we trust on your service with your firm decision, which will be to our mutual benefit.

<p>For SAAMTEK IT LABS PVT. LTD.</p>   <p>Dr. Ganesh A. Somnekar (MD) Chief Executive Officer</p>	<p>Accepted & Signed, Yours faithfully,</p>  <p>Ms. Yamini Arun Khairnar Place: Dhule.</p>
---	--

A Supremacy In Performance Beyond The Imagination. ©

DR. GANESH A. SOMNEKAR (MD) | 98900 218800 | 98900 218800 | 98900 218800

SAAMTEK IT LABS PVT. LTD.
1, Bharat Nagar, Near Tulshiram Nagar,
Deopur, Dhule (MH) (I).

www.saamtek.com
www.saamtek.com

A member of
SAAMTEK GROUP OF COMPANIES
www.saamtekgroup.com





PAARSH INFOTECH

Dream for it. Work for it.

Address: 01, Bhakti Apartment, Near Hotel Rasoi, Suchita Nagar, Mumbai Naka, Nashik

Reg No: 2120600315138893

TO WHOM IT MAY CONCERN

Date: 05th October 2021

NAME: Akanksha Kishor Kothari

College: R.C.Patel Institute of Management Research and Development, Shirpur.

Email: akankshaik321@gmail.com

Dear.... Akanksha Kishor Kothari

am delighted & excited to welcome you to PAARSH INFOTECH NASHIK, as a Web Development Internship for 6 month. We are pleased to offer you an internship at Paarsh Infotech. Your monthly stipend is 10,000/- At PAARSH INFOTECH we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly internship experience with PAARSH INFOTECH.

After Your Internship you will get

Your Cost to the Company (CTC) would be ₹ 20,800/- per month, i.e. ₹ 2, 49,600 (Rupees Two Lakh, Forty Nine Thousand Six Hundred Only) Per annum.

We give an offer for Web Development Training + Internship for two months to you joining us. Please do not hesitate to call us for any information you may need. Also please sign the hard copy of this offer as your acceptance and forward the same to us.

Congratulations...!



Tushar Pagare

Yours faithfully

Tushar Pagare

Director

Paarsh Infotech Nashik





Office Address: D2nd Floor, S. M. Tower, Above Bhamata bank, Near Domino's, Karvenagar, Pune-411052.
E-mail: info@webcrypttechnology.com Website: www.webcrypttechnology.com

REF: INT-webcrypt132-2022

Date: 03/01/2022

Offer Letter

Dear Shweta Borse,

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Java Developer** - with Webcrypt Technology Pune. We take this opportunity to welcome you to Webcrypt Technology Pune. We value your abilities and believe you will find our work environment to be challenging and fulfilling.

College Name: R C Patel Educational Trust's Institute Of Management Research And Development, Shirpur

University Name: K.B.C. North Maharashtra University, Jalgaon.



YOURS SINCERELY,

FOR WEBCRYPT TECHNOLOGY PUNE

HUMAN RESOURCE MANAGER

www.webcrypttechnology.com



Sample Offer Letter
2022-2023



OFFER LETTER

Date: 18-02-2022

Dear **Bhat Nikhil Dilip**,

We congratulate you on the successful completion of the Fixed Term Traineeship with us. On the basis of your performance, we would like to offer you the position of **Business Development Associate - Sales**, with effect from **21-02-2022**. This role involves Direct Sales and you are expected to operate out of the specified Work Location.

Employment Details

Department : Business Development
Employment Type : Regular
Designation : Business Development Associate - Sales
Work Location : Byjus -Nashik
Onboarding Date/Time : **21-02-2022 (8:30 AM)**

Compensation Details

You will be offered a total compensation of INR 1000000 LPA which includes the following components:

Fixed Compensation : INR 700000/-
Variable Compensation : INR 300000/-

Details about the Variable Compensation will be communicated to you post your joining the Company. The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source (which will be governed by the taxation laws of the country)
3. Employment/Professional Taxes
4. Dues to company including loans and advances
5. Any other applicable statutory deductions

You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company and the provisions of the company's Code of Conduct, which will be mentioned in detail in the appointment letter, issued after your joining. You are requested to join the services of the Company no later than **21-02-2022**, failing which you may consider the offer to be withdrawn.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

To accept the offer, kindly sign the document digitally and submit.

Best Regards,

Human Resources
Think & Learn Pvt. Ltd.

Your Signature: _____

Bhat Nikhil Dilip

This is a system generated document that does not require a signature from Think & Learn Pvt. Ltd.





TIAA Global Business Services (India) Private Limited

Registered office: 7th Floor, Winchester Building
Powai Business District, Powai,
Mumbai, Maharashtra - 400076

CIN: U72901MH2018FTC276675
Phone: +91 22 62298000

February 27, 2023

Prajakta Champal Patil
Chakanya 10 sadashiv Nagar, Sadashiv Nagar
VTC: Shimpur, PO: Shimpur, Sub District: Shapur
District: Dhule - 425405
Maharashtra
India

Dear Prajakta:

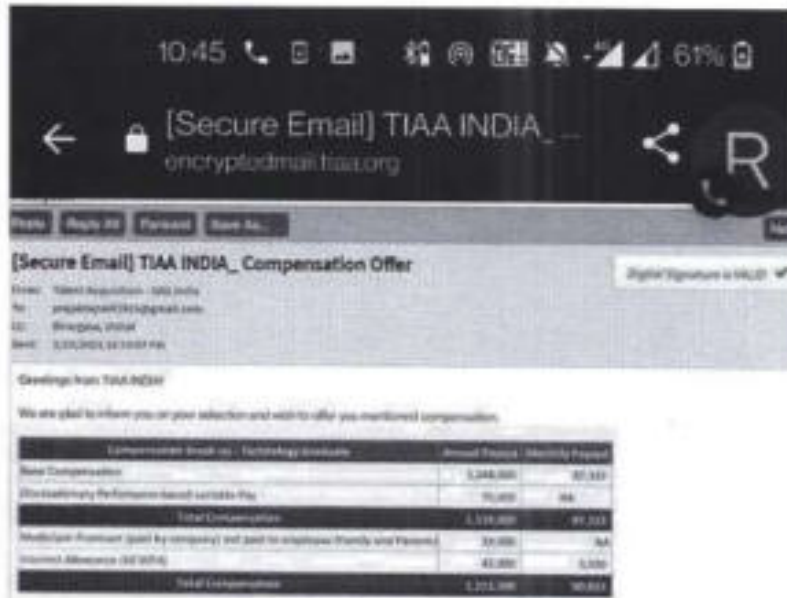
It is with great pleasure that we extend you a Contingent offer of employment, based provisionally upon your eligibility, qualification and Back Ground Verification parameters being met in a timely manner, at TIAA Global Business Services (India) Private Limited ("GBS") or ("the Company"), which is a subsidiary of Teachers Insurance and Annuity Association of America ("TIAA") incorporated in India. This offer is subject to the following terms and conditions:

1. Position and Probation

1.1 You will assume the responsibility of Trainee, Software Developer with a start date on or before July 24, 2023 as discussed with your Human Resource representative.

1.2 You are assigned to work out of our Pune, India Location.





Please note they should also go through the candidate benefit document hereby enclosed which has additional benefits like the following which are not mentioned below

OPD claim – INR 20000/- per annum

Crèche Reimbursement – INR 10000/- per child per month

Training Reimbursement of INR 100000 /- per annum

Higher Education policy as per their grade once they join

You will shortly receive a digital copy of offer. Request you to accept and close the requisite formalities on your career account on company's system (workday)

Welcome to TIAA Family !

Regards,



PatSeer Technologies Pvt Ltd.

Proposed salary structure

Name: **Rahul Dnyaneshwar Shirsath**
 Designation: **Trainee Software Engineer** DOJ: **01 Nov 2023**
 Taxpayer category: **Individual below 60 years**
 Total cost to company: **320,000.00** Revision:

Sr No	Particulars	How decided		%	Amount	Amount Per
1	Basic salary	% of Fixed Salary	Add	30%	96,000	8,000
2	House Rent Allowance	% of Basic	Add	50%	48,000	4,000
3	Leave Travel Allowance	% of Basic	Add	0%	-	-
4	Other Allowance	Balancing number	Add		133,803	11,150
5	Transport Allowance	Fixed sum	Add		19,200	1,600
6	Medical Allowance	Fixed sum	Add		15,000	1,250
7	Children Education Allowance	Fixed sum	Add		-	-
8	Bonus/ Ex Gratia	Fixed sum	Add	8%	7,997	666
	Fixed salary				320,000	26,667
10	Company's contribution to Provident	12% of Basic+LTA+TA+ME+	Add	17%	-	-
	Other costs incurred by the company:					
11	Gratuity	% of Basic			-	-
12	Other Benefit	Performance Bonus			-	-
13	Other Benefit				-	-
14	Mediclaime insurance	Fixed sum			-	-
	Total cost to company:				320,000	26,667
15	Employees contribution to Provident	12% of Basic+LTA+TA+ME+	Less			1,800
16	Company's contribution to Provident	12% of Basic+LTA+TA+ME+	Less			1,800
17	Profession Tax		Less			200
	Net Salary					22,867





Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219071918/Mumbai/BPS/BTN
Date:15/07/2022

Dear Ms. Divya Sunil Patil,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20219071918

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Madhuvanji Garden & Bhyar Complex Plot No 12, Gdr No 4, LBS Marg Vikhroli West, Mumbai
Ph: +91 22 6776 3556 Fax: 01 22 6776 3300 01 226776 3300 E-mail: corporate.offices@tcs.com, Website: www.tcs.com
Registered Office: 9th Floor, Narval Building, Maroluxi Power, Mumbai 400 021
Corporate Identification No. (CIN): L22219MH1925PLC084721





Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For Tata Consultancy Services Limited.

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No TCSL/DT20219071918/Mumbai/BPS/BTN on _____(DD/MM/YYYY).

Signature:

Name:

Date:



Private and Confidential
TCSLDT20219071918

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Weddington Gardens & Bayre Complex Plant No 12, Gate No 4, LBS Marg, Winkhok West, Mumbai - 400075
Ph: +91 22 6779 3000 Fax: 91 22 6779 3369 91 226779 3369 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>
Registered Office: 9th Floor, Narimur Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084791

2



21/08/2023

To,
Ms. Priyanka Girase
mu Bhadvad Post nyahali Nandurbar,
Nyahali,
Nihali
Nandurbar,
Maharashtra-425408

Dear Ms. Priyanka,

SUB: APPOINTMENT LETTER.

We are pleased to inform you that you have been appointed for the position of "Dot Net Developer" in the company w.e.f. 21/08/2023

Terms and conditions of your appointment are as under:

1. Your appointment is subject to your furnishing the complete information / details / documents mentioned here in below. Failing to submit these, you may not be permitted to report for duty or allowed to continue in our services.
 - a) Photocopy of certificates relating to your educational and other qualifications.
 - b) Photocopy of certificate of past experience and relieving letter from the previous employer.
 - c) Photocopy of Salary slip.
 - d) Two recent coloured passport size photographs.
2. Initially you are appointed on probation for a period of 3 months. The probation period can be extended further at the discretion of the management. Your services are liable to be terminated during the probation period or on the expiry of the same or at any time during the period of extension of probation period without assigning any reason. You shall continue to remain on probation even on the completion of the said period of probation until you are confirmed in writing.
3. During the probation period, you shall not be entitled for leave or any other benefits of the company, which are availed by the permanent employees.



TM Systems Pvt. Ltd.

854-806, ADITYA BUILDING, NR. SETHAKHALI SIX ROADS, ELLISBRIDGE, AHMEDABAD-380 006, INDIA.
TELE : 91-79-40504050, TELEFAX : 91-79-2940 0702, E-MAIL : info@tmgl.com Visit us at : www.tmgl.com, www.autobase.com
CIN U74999GJ1994PT0322584

6. Your services are liable to be transferred from one location to another at the discretion of the management.
7. You shall not enter into services or be engaged or be interested in any other concern directly, indirectly or in advisory capacity or engage yourself in other professional vocational or occupational activities including insurance agencies or business whatsoever.
8. In case of any dispute or difference the registered office of the company will be considered as the place where the cause of action shall be deemed to have been arisen and you shall not have any recourse to file the litigation against the company other than the aforesaid jurisdiction.
9. You shall not take any secrets, account dealings of or relating to the company to any other person than the management of the company.
10. You shall be responsible for care of the company's money, goods, stores and other property that may be entrusted to you or that may at any time come to your hands or under your charge on account of the company.
11. You shall be subject to service rules & regulations and policies adopted by the Company as amended from time to time and shall obey all orders and directives that you may receive from your superiors.
12. During probation period, if you wish to leave company then you have to give 15 days' prior notice to the company in writing. However, company may, in case it does not find your performance up to the mark, ask to discontinue your service with immediate effect. In this case company will pay the full amount due to you.
13. After confirmation, either side can terminate the appointment by giving Two months' notice in writing or payment of one month's basic salary in lieu thereof without assigning any reason thereof whatsoever. However, that if the company does not accept the notice of termination for any reason whatsoever and directs you to continue in its services, you shall have no option to leave the services but would continue until you are relieved.
14. Your services shall be liable to be terminated under any of the following circumstances:
 - a) If the company is satisfied on Medical Evidence that you are unfit and likely for considerable time to continue to be unfit of ill-health on account of physical/ mental disability for the proper discharge of your duties. Provided always that the decision of the company that you are likely to continue to be unfit shall be conclusively binding on you.
 - b) If you are found guilty of insubordination, intemperance, corrupt practices, any misconduct, and breach of trust, and non-compliance with the administrative orders or provisions of service rules & regulations and company policies.
 - c) If it is found that the declaration or information furnished by you including that given for seeking the employment are false and/or misleading and/or it is found that you had willfully suppressed any information to the company.

TM Systems Pvt. Ltd.

804-806, ADITYA BUILDING, NR. METHAKHALLI RD. ROADS, ELLISBRIDGE, AHMEDABAD-380 015, INDIA.
78-40504050, TELEFAX : 91-79-2640 3177, Email: hr@tmsoft.com Visit us at : www.tmspl.com, www.tmspl.com
TMSP1022964



- d) If you are declared insolvent or convicted of any offence involving moral turpitude or found guilty of fraud or misappropriation.
13. Your retirement age will be 60 years. However, it can be extended if mutually agreed.
14. In case of a receipt of present, commission, or any sort of gratification from any person or party, you shall report to the employer in writing and should you receive any, the same shall be handed over to the employer immediately.
15. You shall be entitled for leave and other benefits as per the company's rules applicable from time to time.
16. If you will abstain yourself from work without prior consent of your superior or otherwise fail to attend to your duties or abandon your work, you shall be liable to be terminated forthwith without any claim over the employer in any respect.
17. You will be reporting to Mr. Saumil Shah. Your job function will be communicated from time to time.





Endorsement of Acceptance

I unconditionally accept the above offer of the appointment under the company on the terms and conditions mentioned therein and I agree to abide that.

Signature:

Place
Date



18. Your Salary Structure is given below for your reference.

Particulars	Amnt P.M.
Earnings	
1. Basic	15,100
2. HRA	6,300
3. Standard Allowance	2,900
4. Gross Salary - A	24,300
Liability - Employer Contribution	
5. PF - 12%	-
6. ESIC - 3.25%	-
Total (Part. 4 + Part. 5 + Part. 6) - B	24,300
Deduction From Employee	
7. Professional Tax	200
8. PF - 12%	-
9. ESIC - 0.75%	-
Total Deduction (Pa. 7-Pa. 8-Pa9) -C	200
Net Salary - On hand (A-C)	24,100
10. Annual Bonus - D	8,400
Total CTC ((B*12)+D)	3,00,000

Yours faithfully,

For T M Systems Pvt. Ltd.,

Saumil Shah
 Saumil Shah
 (CEO)





February 6, 2023

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
 Wipro Limited, Dodda Kannelli
 Sarjapur Road, Bengaluru - 560 635.
 Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Pranjal Chaudhari,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M.Tech degree from one of the premier engineering institution/university in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. Your date of joining will be intimated through a separate communication.

We hope you enjoy the learning with WILP and have an enriching experience being a part of Wipro Limited ("Wipro or 'Company').

Please read through the terms and conditions of your enrolment as provided below.

We look forward to having a long and fruitful relationship with you at WILP. Wish you all the best!

Yours sincerely,
 For Wipro Limited,

Aparna Shallen
 General Manager - Human Resources



Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

TERMS & CONDITIONS OF SCHOLARSHIP

1. Profile:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ("PRP") that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M.Tech degree from one of the premier engineering institution/university** upon successful completion of the course.

2. Duration:

to employment injury and occupational disease. This scheme provides access to medical treatment, medical facilities, cash compensation and other support for insured persons

Your fourth-year scholarship will continue until completion of your M.Tech program. You will be enrolled into the academic program within 12 months from the date of joining.

You shall be eligible to receive a onetime "joining bonus" of INR 75,000 after you join Wipro along with your first month scholarship. All applicable taxes on the payment of this amount will be borne by you. Please note in the event you leave the organization within 12 months from the date of joining, payment processed under Joining bonus shall be recovered from the Scholar Trainee at the time of exit.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Company and subject to your satisfactory progress of study, acquisition of skills, behavior, regularity and punctuality in attendance. Your continued enrolment in the course, will be at the discretion of the Company, and is subject to satisfactory academic performance and other requirements as prescribed in the WILP portal.

In case your project performance at any stage is not found to be at par with the requirement of WILP, then you would be placed on performance improvement program (PIP). If you fail to successfully complete the PIP, the Company may at its sole discretion discontinue your enrolment in the WILP program.

Book Allowance:

A Book Allowance of INR 1,250/- will be provided to you per semester. This allowance will be given every semester except the last semester when you will be engaged in dissertation. The allowance will be paid to you centrally along with your scholarship during the course of each semester. The allowance will be subject to tax. Book allowance is applicable and paid only when you are registered for the semester.

5. Training Agreement:

- i. This letter of enrolment is subject to the execution of a Training Agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining the program ("Training Agreement").
- ii. This Training Agreement shall be for a total period of 60 Months where you will be mentored for developing your skills and knowledge. This included technical training, in various formats, both online and offline and practical experience in various projects. The Company invests on your behalf for the cost of these trainings. Should you discontinue the WILP program or your enrolment with WILP is cancelled for any reason whatsoever before the completion of 60 months from the date of joining, the training expenses of INR 75,000/- (Rupees Seventy five thousand only) will have to be paid by you as detailed in the Training Agreement.

6. Project Readiness Program (PRP)

Upon enrolment, you will have to undergo a Project Readiness Program (PRP) to prepare you to participate in projects. This is offered by Wipro's - Talent Transformation Department to all campus and off-campus selects. The broad objective of PRP is to equip you with the necessary knowledge and skills that will enable you to start working on real-life project work which is an integral part of the WILP.

7. Regulations of Academic Study:

- i. You will be enrolled for M.Tech program with a renowned institution ("University") that collaborates with Wipro for WILP.
- ii. Course specialization includes but is not limited to Software Systems, Software Engineering, Information Technology, Computing Systems and Infrastructure Management, Data Analytics, IoT, Cloud, Digital & Cyber security, Embedded Systems.
- iii. Your specialization and enrolment would be decided based on prevailing business requirements and decision of the Company is final and binding.
- iv. You will not be able to change Specialization track after enrolment.
- v. Overall program duration is 4 years from date of enrolment of academic program.
- vi. As per the program structure, a WILP Scholar Trainee will register and pursue 4 to 6 courses per semester over 7 semesters.
- vii. You will be required to submit a project work/dissertation in your final semester (8th semester of your program). This will enable you to advance your professional capabilities by applying concepts and techniques in projects.

Mode of contact session, examination pattern and other academic program norms are subject to change based on the prevailing situation/university norms declared from time to time. Decision of the University would be final and binding.

8. Conflict of Interest:

- i. During your enrolment period with the WILP, you will focus exclusively on the requirements of the program. In addition to your study and academic requirements, you are required to engage yourself exclusively in the work assigned by Wipro and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of Head/Manager of WILP Academy
- ii. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- iii. The Conflict of Interest Policy also refers to the need on your part, during your enrolment and for a period of one year from the cessation of your enrolment with WILP (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - a. Any student/scholar trainee of the WILP to abandon/withdraw their enrolment with the program or to accept enrolment and/or employment with any competitor, supplier or any customer with whom you have a connection.
 - b. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.
 - c. Any customer or vendor of Wipro to move their existing business with Wipro to a third party or to terminate their business relationship with Wipro.
 - d. Any existing employee and/or student of WILP to become associated with, or perform services of any type for any third party.
- iv. In case of any conflict or doubt, please discuss the matter with Head/Manager of WILP, to understand Wipro's position on this and resolve the conflict.

9. Obligation and Responsibilities:

- i. During the study period you will be governed by the WILP regulations and instructions as may be modified, from time to time, in relation to conduct, discipline and other matters.
- ii. During your study as part of WILP, Company expects you to undergo study in the area in which you are placed, with a high standard of initiative and efficiency. This is critical and Company has zero tolerance towards any deviations.
- iii. You would not be allowed to seek membership of any local or public body without the written approval from the Head/Manager of WILP.
- iv. During the study period and thereafter, you would not be allowed to give out to anyone in writing or by word of mouth or otherwise, particulars or details of work - process, technical know-how, research carried out, security arrangements, or administrative and/or organizational matters of confidential or secret nature which you may come across during your academic study or become known to you by virtue of your undergoing study under WILP or otherwise.
- v. You are bound by all regulations, instructions and policies of the WILP and Wipro. These are updated/modified on a periodic basis and new policies may be introduced and notified to Scholar Trainees from time to time and you will be bound to comply with the same.
- vi. In consideration of the opportunities, trainings and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by WILP/Wipro and in the course of your association with Wipro. This obligation shall endure during your association and beyond the cessation of your association with Wipro (irrespective of the circumstances of, or the reasons for, the cessation).
- vii. In connection with your association with Wipro as part of the WILP and during the term of your association, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with

- i. As a Scholar Trainee – Work Integrated Learning Program, you will be called upon to undergo studies during the hours and days as may be fixed by WILP from time to time as per the University requirements.
- ii. You would be assigned to any of the locations and any project work as part of your WILP as may be decided by the Company.
- iii. The full day lecture sessions will be held at any of Wipro's other establishments/outourced venue. You may also be called upon to attend academic study as and when required on holidays and in any shifts during the day, as may be scheduled in accordance with the convenience of the organizing team of the WILP.
- iv. The university will plan contact classes in multiple formats to suit the project work situations and university guidelines such as contact classes in ILT (Instructor Led Training) and/or VILT (Virtual Instructor Led Training) and Self-Directed/Recorded lecture sessions.

16. General:

- i. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP without any prior notice.
- ii. The terms of this letter of enrolment may be specifically enforced legally, if required. In this connection, if any of the provisions of this letter are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- iii. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
- iv. You warrant that you are not prevented by a court or by any other administrative or judicial order from enrolling under this agreement. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- v. During the period of enrolment you are required to comply with all policies of WILP and Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Scholar Trainees from time to time. You agree to comply with all policies as modified from time to time.

17. On Completion/Cancellation of Academic Program:

- i. On Completion of the academic program or cancellation of your enrolment, as the case may be, you will immediately surrender to Wipro/the Academy all specifications, formulae, documents, literature, drawings or records, etc. belonging to Wipro/the Academy or relating to its business and shall not make or retain any copies of these items.
- ii. You are not eligible to receive testimonial certificate if you do not successfully complete the academic study in accordance with this letter of enrolment and the study scheme formulated by the Academy.
- iii. Wipro reserves the right to offer employment at its sole discretion to a Scholar Trainee on successful and satisfactory completion of the academic study.

18. Work Allocation for on the Job Training:

As part of your work responsibilities, you may be assigned to work on certain projects/accounts or other assignments as may be deemed fit by the Company in its sole discretion. Refusal to accept and deliver on such assignments shall be treated as a refusal to work and may result in termination of your enrolment or other disciplinary action.

19. Acceptance of Enrolment Letter:

Upon accepting the above terms and conditions, you are required to return the duplicate of this letter of enrolment, duly signed by you as a token of your acceptance on the day of joining WILP program.

Please confirm that the above terms are acceptable to you and that you accept the enrolment by signing a copy of this letter of enrolment and submit the same on the date of joining.

Yours sincerely,



culture and business etiquette.

Technology Readiness Program - TRP

The technology training provides critical technical skills required to work on projects allocated to Trainees and prepare to face the demands of the project world. We begin doing this by familiarizing with Wipro's businesses and work environment.

The methodology of training in "Project Based Learning" (PBL) approach, the entire learning is designed around a series of projects that the recruits are expected to complete individually by learning and applying various topics required to complete the project. Starting with individual projects, the PBL approach ends with recruits working on a team project.

ANNEXURE - IV

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar Trainee with Wipro's WLP. I further undertake that I shall not represent to any person within Wipro or any other third party that I am an employee of Wipro Ltd and I fully understand that such false representation shall entail severe disciplinary action including immediate cancellation of my enrolment.

TRAVEL, ACCOMMODATION, FOOD & OTHER MISCELLANEOUS EXPENSES

Travel

- i. You would be entitled for INR 1500 from the date of appointment as a lump sum amount that will be credited with your first month stipend. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount. You are not required to raise any claims towards reimbursements of travel expenses post joining as this lump sum amount will be paid in your first month's stipend.
- ii. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

- i. You would be entitled for INR 400 per day for 8 days (total amount of INR 3200) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month stipend and you would not need to submit bills towards usage of this amount.
- ii. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following: Settlement and Miscellaneous Expenses: INR 1200 per day for 7 days (total amount of INR 8400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- iii. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro > myPolicies > Common Policies across Countries > myTravel > Global Relocation Policy.
- iv. Campus joiners would not be eligible for accommodation at the Wipro guest houses.
- v. You cannot book initial stay accommodation through the Wipro Hospitality team at hospitality.accommodation@wipro.com and reimburse the same.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

Skill Preferences 1 : Java-MEAN

Location Preferences 1 : Pune

Skill Preferences 2 : UNIX C SYS

Location Preferences 2 : Mumbai

Skill Preferences 3 : UNIX C++ SYS

Location Preferences 3 : Gurgaon

Accept Decline

 Signature Pranjal Chaudhari 6/2/2023 6:25 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:





Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20218664730/Mumbai/BPS/BTN
Date: 18/10/2021

Ms. Ashwini Ashok Koli
Mu Post Vadhoda, Vadhoda, Akulkheda, Jalgaon, Chopda, Maharashtra, 425108
Watertank
Watertank
Jalgaon-425108
Maharashtra
Tel# 91-9552698475

Dear Ms. Ashwini Ashok Koli,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with Tata Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. 16,000/- per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Welcoming Global & Shared Complex Plant No 12, Gate No 4, LBS Marg Viharli West, Mumbai - 400079
Ph: +91 22 6778 2000 Fax: +91 22 6778 2280 91 226778 2280 E-mail: corporate.offices@tcs.com, Web: www.tcs.com
Registered Office: 9th Floor, Nardol Building, Narayan Point, Mumbai-400 621
Corporate Identification No. (CIN): L22210MH1999PL2094733



6. Process Specific Stipend:

Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. Traineeship Pre-requisites

Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

2. Traineeship Period:

During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disenitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. Hours of Training:

You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. Leave:

You will be entitled for leaves as per the company's policy.

5. Transport:

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. Alternative Occupation / Traineeship:

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Tata Consultancy Services Limited
Waterwing Centre & Regia Campus (Plot No 12, Gate No 4, LDE Marg, Andheri West, Mumbai - 400075)
Ph: +91 22 6778 3000 Fax: 91 22 6778 3300 E: mail: corporate@tcs.com, Website: http://www.tcs.com
Registered Office: 5th Floor, Marol Building, Nallasopara, Mumbai 400 621
Corporate Identification No. (CIN): L22208MH1995PLC084731





declarations, your traineeship will be discontinued without any notice.

13. Submission of Documents:

At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Standard X and XII Mark sheets equivalent
 - Degree certificate and mark sheets for all semesters
 - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
 - Birth Certificate / Proof of Age
 - Passport
 - 6 photographs - passport size
 - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.

14. Initial Learning Programme (ILP)

On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. Letter of Appointment

Your will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

16. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or

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5

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Wellington Centre & Square Complex Plot No 12, Gate No 4, 1st Floor, Vikhroli West, Mumbai - 400079
Ph: +91 22 6778 2000 Fax: 91 22 6778 2300 91 226778 2300 E-mail: corporate-office@tcs.com, Website: <http://www.tcs.com>
Registered Office: 5th Floor, Marol Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1999PL2064730



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL .

We look forward to having you in our global team.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



Click Here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms



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7

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Webbaking Centre & Bypass Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400073
Ph.: +91 22 6778 3000 Fax 21 22 6778 3300 21 226778 3300 e-mail: corporate.offices@tcs.com, Website: <http://www.tcs.com>
Registered Office: 9th Floor, Nervod Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1996PLC064730



Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

1. Confidential Information

"Confidential Information" shall mean all inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software.

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except as may be required on behalf of or as directed or authorized by TCS or to a person having a valid contract with TCS. On termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Wellington Centre & Dhanku Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400759
Ph: +91 22 6778 3000 Fax: 91 22 6772 3300 E-mail: corporate.offices@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Kharol Building, Kharol East, Mumbai 400 071
Corporate Identification No. (CIN): L22210MH1999PL2004791



acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) Will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

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Tata Consultancy Services Limited
Wellington Centre & House, Chhatrapati Shivaji Maharaj, Gate No 4, LBS Marg, Vikhroli West, Mumbai - 400079
Ph: +91 22 6779 3000 Fax: 91 22 6779 3300 E: 226779 3300 E-mail: corporate.offices@tcs.com, Website: <http://www.tcs.com>
Registered Office: 9th Floor, Marol Dabulim, Narayan Point, Mumbai 400 021
Corporate Identification No. (CIN): L22219MH1999PLC0864730





representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____.

I hereby accept this Offer and intend to join service on _____.

Name:

Address:

Signature:

Date:



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13

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Welshwing Garden & Slope Complex Phase No 11, Gate No 4, LBS Marg, Vikhroli West, Mumbai - 400078
Ph.: +91 22 4778 3000 Fax: 91 22 4778 3360 91 226779 2399 E-mail: corporate-office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Marol Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1999PLC084791



Date - 21st August, 2023

Subject: - Offer Letter

Dear **Ms. Ashwini Koli,**

With reference to your interviews and subsequent discussions with HR, we are pleased to offer you the position of **'Clinical Database Programmer'** at KlinEra Global Services, India for our Mumbai (**Pune Remote Based**) Office.

Your annual CTC (Cost to Company) has been fixed at **Rs.7,71,600/- (Rs. Seven Lac Seventy-One Thousand Six Hundred Only)** including Bonus. For details please refer to **ANNEXURE - 1**

At the end of one year from joining us, you will be entitled for increment on the base of your annual CTC of **Rs.7,71,600/-**

The terms and conditions of your employment are as under:

- Service Association for a period of Two (02) years.

In case you resign from the services of KlinEra before the completion of two years of service, effective you date of joining, then you are liable to pay back the amount of **Rs. 1,00,000/- (One Lac Only/-)**

- As an employee in the full-time employment of the Company, you will be obligated to devote your entire time, attention and effort to the furtherance of the business of the Company and 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 or devote your time or attention to any employment business, or position of monetary interest, other than that of the Company.

- Your initial employment status with the Company will be probationary for a period of Three (3) months from the actual date of your employment with the Company. However, you will continue to remain on probation till you are not issued confirmation letter. The probation period may be curtailed or extended by the Company at its sole discretion without assigning any reason thereof.

- You will be confirmed after successful completion of probationary period only if your performance is found satisfactory. Before confirmation your performance will be evaluated.

- You agree that during the term of your employment with the company, you shall not without the Company's written consent be engaged or interested, either directly or indirectly in any capacity or in any trade, business consulting activity or occupation otherwise than as an employee of the company. You represent and warrant that as of Effective date of the Company, you have no outstanding agreements or obligations that are in conflict with any of the provisions of this letter or that would preclude you from complying with the provisions hereof, and further covenant that you will not enter into any such conflicting Agreements during the term of your employment.

You are requested to join on **November 21st, 2023** or any time earlier.

Please sign and send the duplicate copy of this letter, as token of your acceptance of this offer.

We request you to revert back with confirmation of the offer. In case we do not hear from you within 2 days then will assume you are not interested in the offer and same will be cancelled.



KlinEra Global Services

Vidyavihar Address : 801, Neelkanth Corporate Park, Near Vidyavihar Station, Vidyavihar (W), Mumbai - 400 086.
Phone : 91 22 2509 1470 - 75 • Fax : 91 22 2509 • E-mail : info@klinera.com • Website : www.klinera.com



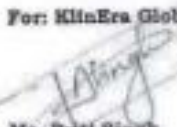
ANNEXURE - 1

COMPENSATION BREAKUP		
Basic Cost:	Monthly	Annually
Basic	27,500	3,30,000
HRA	13,750	1,65,000
EX - Gratia	8,750	1,05,000
Gross Compensation (A)	50,000	6,00,000
Bonus:		
Performance Bonus*	-	50,000
Joining Bonus	-	50,000
Milestone Bonus (after 6 months)	-	25,000
Milestone Bonus (after 1 Year)	-	25,000
Total Incentive (B)	-	1,50,000
Cost to Company (A+B) - Part I	-	7,50,000
Retiral Benefits:		
Employer PF Contribution (B)	1,800	21,600
Total Retiral Benefits - Part II	1,800	21,600
Total Cost to Company Part I + Part II	1,800	7,71,600

Note:

- The company is contributing towards Employee' s Group medi-claim and accidental insurance premium.
- Net amount will subject to Income Tax, Profession Tax, Provident Fund & ESI Contribution (if applicable) i.e. Income Tax, Profession Tax, Provident Fund and ESI Contribution if applicable will be deducted from the salary.
- Performance Bonus will be paid to you depending on your performance and you being on the roll of the Company when it is declared.
- Compensation is a matter of contract between you and the Company and **therefore it should be treated as personal and confidential. Under no circumstances should it be disclosed or discussed with anybody.**

For: KlinEra Global Services


Ms. Priti Singh
Lead - Human Resource



Acknowledged By
Ms. Ashwini Koli

Klinera Global Services

VidyaVihar Address : 801, Neelkanth Corporate Park, Near VidyaVihar Station, VidyaVihar (W), Mumbai - 400 086.
Phone : 91 22 2509 1470 - 75 • Fax : 91 22 2509 • E-mail : info@klinera.com • Website : www.klinera.com



Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20233927459/Pune/BPS/BTN
Date: 15/09/2023

Ms. Minal Dnyaneshwar Pawar
Pawar Gafli
Humbarde
Humbarde
Shindkheda-425404
Maharashtra
Tel# 91-8080837983

Dear Ms. Minal Dnyaneshwar Pawar,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **11,600/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Zatopark Park, Plot No. 23, H2P Phase III, Hinjewadi - East, Pune - 411 057
Tel: 91 20 2755 0000 Fax: 91 20 2754 9122 E-mail: tcsl@tcs.com, hr@tcs.com, recruitment@tcs.com, training@tcs.com
Registered Office: 9th Floor, National Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L32210MH1995PLC084791



It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revolve the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

2. Traineeship Period:

During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disenitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. Hours of Training:

You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. Leave:

You will be entitled for leaves as per the company's policy.

5. Transport:

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. Alternative Occupation / Traineeship:

During the period of your traineeship at TCSL, you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of the company.

7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. Work in SBWS mode:

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/ Client sites or from home

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TCSL/DT20233927459

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Satyam Park, Plot No. 23, RGPF Phase II, Hiranandani - Mumbai - 411 057
Tel: 91 20 974 9900 Fax: 91 20 974 9122 E-mail: tcs.person@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Marvel Building, Nariman Point, Mumbai - 400 021
Corporate Identification No. (CIN): L22100MH1999PLC084725





Your original documents will be returned to you after verification.

14. Initial Learning Programme (ILP)

On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. Letter of Appointment

You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

16. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

17. Terms and conditions:

The above terms and conditions of traineeship are specific to your traineeship period in India.

18. Rules and Regulations of the Company:

Your traineeship will be governed by the policies, rules, regulations, practices, processes and procedures of the Company as applicable to you and the changes therein from time to time.

19. Compliance to all clauses:

You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle TCSL in withdrawing this letter of traineeship at its sole discretion.

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TCSL/DT20233927459

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Satyam Park, Plot No. 2, WGF Phase III, Hyderabad - Meer, Pune - 411 007
Tel: 91 20 6734 6000 Fax: 91 20 6734 9122 E-mail: tcsl@tcs.com, hr@tcs.com, recruitment@tcs.com, Website: <http://www.tcs.com>
Registered Office: 9th Floor, Naraina Building, 24/25/26/27/28th Cross, 1st Mile, Bangalore 560 025
Corporate Identification No. (CIN): L1220TN1999PLN2004791





ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20233927459/Pune/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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TCSL/DT20233927459

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Sahayra Park, Plot No. 2 & 3, MIDC Phase 9B, Hinjewadi - Wadi, Pune - 411 057
Tel: 91 20 8794 9000 Fax: 91 20 5794 9122 E-mail: tcs.pune@tcs.com, Website: <http://www.tcs.com>
Registered Office: 28th Floor, Nandan Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L32710MH1999PLC084751



TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that Associate shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

a) use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless:

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a)), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

6. Security policies and Guidelines.

6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Satyamev Jayate Park, Plot No. 23, 90th Phase II, Hinjewadi - Main, Pune - 411 057
Tel: 01 20 6794 0000 Fax: 01 20 6794 0122 E-mail: tcs.pune@tcs.com Website: http://www.tcs.com
Registered Office 9th Floor, Narval Building, Narval Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084791





e) Will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

f) Will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

g) Will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or any claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality, Data and IP Protection Terms along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited
Sahyadri Park, Plot No. 23, HDP Phase III, Hiranandani - Malad, Pune - 411 067
Tel: 91 20 6704 0000 Fax: 91 20 6704 0122 E-mail: its.jobs@tcs.com, Website: <http://www.tcs.com>
Registered Office 9th Floor, Marol Building, Narayan Point, Mumbai 400 021
Corporate Identification No. (CIN): L22219MH1999PL1004791



- M**
- Calendar
- Labels
- Starred
- Blocked
- Done
- Spam
- Trash
- Labels

Subject: Selection for InsideSales Pure SSP Onboarding_23rd July joining
 To: sapana.yeshi.edu@gmail.com



Dear Candidate,

We are delighted to inform you of your successful completion of Byju's onboarding (sales training and development program).

The next step in your journey is to participate in an office tour followed by three weeks of on-the-job training. During this period, you will receive a monthly stipend of ₹100,000. Additionally, upon joining, you will be provided with a one-time allowance of ₹20K, separate from the stipend.

Upon successful completion of the three weeks of on-the-job training, you will be offered the role of Business Development Associate (BDA). Initially, your salary for the first three months will be ₹40K, and starting from the fourth month, your annual package will be ₹2.2PA + 13PA (performance).

Furthermore, an additional amount of ₹20K will be provided if and only if you achieve 2 valid sales and 4 valid connections during the on-the-job training period (three weeks).

Before joining, it is mandatory to complete the office tour, as it is an essential part of the onboarding process, along with completing the necessary documentation. Once the office tour is completed on Monday, you will receive a separate email from the onboarding team detailing the onboarding process.

If you have not received any communication regarding the onboarding process, please reach out to your recruiter or the training manager.





Hexaware Technologies || IMS Offcampus Select 2023 Batch ||

1 message

campusconnect <campusconnect@hexaware.com>
To: chetanpp2002@gmail.com <chetanpp2002@gmail.com>

Thu, 2 Mar 2023 at 6:58 pm

Dear Chetan Prakash Patil,

Superset ID - 4136181

Greetings from Hexaware Technologies!

Congratulations! We are delighted to inform you that you have been selected in our **IMS - Virtual Off - campus recruitment process - 2023**.

CTC Offered	3,00,000 Per annum
Designation	Infrastructure Management Support (IMS)

Please treat this as confirmation of the selection, subject to your candidature strictly meeting the requisite eligibility criteria mentioned during registration for Hexaware Technologies - IMS Virtual Campus recruitment process.

Further details on the Letter of Intent will be shared subsequently.

Warm Regards,
Campus Recruitment Team



This email communication and any attachments to it are confidential and privileged to Hexaware and are strictly intended only for the personal and confidential use of the designated recipient(s) named above. If you are not the intended recipient of this message, you are hereby notified that any review, dissemination, distribution or copying of this message is strictly prohibited and may be unlawful.

Please notify the sender immediately and destroy all copies of this message along with all attachments thereto.



Congratulations - Welcome to Mindsprint!

3 messages

Isaac Ashish <isaac.ashish@mindsprint.org>
To: cholanp30@gmail.com <cholanp30@gmail.com>

Tue, 25 Apr 2023 at 5:01 pm



Dear Chetan Prakash Pillai,

With reference to your application and subsequent interviews we had with you, we are pleased to extend an offer to you for the position of "Junior Engineer (FI) - Software Development", (FI) at Mindsprint, Bangalore.

Olsen has always stood for growing with the times for a better future, and the wheels of change have been churning internally for quite a while. We've decided it is time to switch gears to unlock new levels of growth and transformation. Olsen Information Services Pvt. Ltd. is now officially rebranded as Mindsprint - a leading edge technology and business services firm that provides impact driven solutions to businesses, enabling them outpace speed of change.

Your total CTC will be **INR. 400,000/- (Rupees Four Lakhs Fifty Thousand and Nine Only)**. The compensation break-up is given below for your reference.

Salary Component / Break-up		Monthly Amount (INR)	Annual Amount (INR)
Fixed Pay	Basic	11,333	135,996
	HRA	6,667	80,004
	Special Allowance	4,034	48,408
	TOTAL	24,034	288,408
Reimbursements	Telephone	3,000	36,000
	LTA	2,500	30,000
	Food Coupons	3,000	36,000
	TOTAL	7,500	90,000
Retinals	PF	1,800	21,600
	TOTAL	1,800	21,600
GROSS CTC		33,334	400,008
Performance Incentives			50,000





TCS Offer Letter

1 message

TCS Recruitment - Entry Level <recruitment.entrylevel@tcs.com>
Reply to: recruitment.entrylevel@tcs.com
To: thepappupat@gmail.com

Wed, 24 May 2023 at 5:46 pm

Dear **Chetan Patil**,

Congratulations! We are delighted to inform you that you have been successfully completed our initial selection process. We are pleased to share the TCS Offer Letter with you.

Your Offer Letter is available to in your NextStep account.

Follow the instructions given below to accept your Offer Letter:

1. Connect to the internet and click on the link: <https://nextstep.tcs.com>.
2. Login to the system using your Login Credentials.
3. To accept the offer letter, click on Offer Letter.
4. Click on **I Accept** button to accept the offer.
5. Once you accept the offer letter, you can download the same.

We will be in touch with you to keep you abreast of the latest happenings at TCS.
Looking forward to hearing from you soon!

For any query, please contact 1800-209-3111 (toll free) / ip.support@tcs.com

Warm Regards,
Talent Acquisition Group
TATA Consultancy Services

TCS NextStep (<https://nextstep.tcs.com>) can also be accessed from Android and iPhone.

Notice: The information contained in this e-mail message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments. Thank you





Letter of Intent

February 20, 2023

Deevya Mali

RC Patel Institute Of Management Research and Development, Shirpur

Dear Deevya Mali,

We are pleased to inform you that you have been provisionally short-listed for employment as "Trainee".

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs. 3 Lac per annum.

You are required to sign a service agreement of 24 Months from the date of joining, in the event of service agreement breakage you will be required to pay a sum of Rs. 2 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to campusconnect@hexaware.com

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - II, W Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500
(CIN): L72900MH1992PLC069662 URL: www.hexaware.com



Offer Acceptance Form

I, Mr. Kushal Suresh Jain From Sherpur, accept the below offer & role extended to me by HCL Technologies Ltd.

LDB	Role offered	CTC Offered	Band	Sub-band
Infra	GT	3.25 LPA	E1	E1.1

With this offer acceptance, I also confirm:

- I have/applied for Passport and Pan Card.
- I completely understand that my location is solely based on the business requirement and accept that I have NO location constraints.
- I am okay to work in any shift as requested by the Business post my onboarding.
- Roles and profile offered are based on the business requirement and are subject to change.
- My CGPA is 9.71 till 8th semester and there are no backlogs.
- I understand and accept that my offer stands revoked if my overall CGPA/Percentage reduces from 60% after final semester results or there are any backlogs at the time of date of joining.
- I have prior experience of 0 months, basis which I am offered 3.25 LPA (per relevant year of exp.)
- I have worked with any of the entity under HCL enterprise and have cleared all my F&F (Yes/No) - No
- If my re-hire check is negative, then HCL has all the rights to revoke my offer - Agree Disagree
- I understand that my joining at HCL is subject to BGV (Background Verification) Clearance.

I will be able to produce all the below mentioned documents for background verification, else my experience will be reduced/cancelled and will be provided basic compensation.

- Last three-month salary slip (included F&F).
- Offer letter (for relevant year of experience).
- Relieving letter.
- Full and Final Settlement Letter.
- Experience letter.

Signature of the candidate: _____ Name of the candidate: _____

Kushal Suresh Jain



Recruiter's Comments (if any)

Recruiter's Signature: _____

Recruiter's Name and E-code _____



Offer Acceptance Form

UMs: Pranjali Vitthal Chaudhari From Shirpur accept the below offer & role extended to me by HCL Technologies Ltd.

LOB	Role offered	CTC Offered	Band	Sub-band
Infra	GT	3.25 LPA	E1	E1.1

With this offer acceptance, I also confirm:

- I have/applied for Passport and Pan Card.
- I completely understand that my location is solely based on the business requirement and accept that I have NO location constraints.
- I am okay to work in any shift as requested by the Business post my onboarding.
- Roles and profile offered are based on the business requirement and are subject to change.
- My CGPA is 9.83 till 6 semester and there are no backlogs.
- I understand and accept that my offer stands revoked if my overall CGPA/Percentage reduces from 60% after final semester results or there are any backlogs at the time of date of joining.
- I have prior experience of 0 months, basis which I am offered 3.25 LPA (per relevant year of exp.)
- I have worked with any of the entity under HCL enterprise and have cleared all my F&F (Yes/No) - No
- If my re-hire check is negative, then HCL has all the rights to revoke my offer Agree Disagree
- I understand that my joining at HCL is subject to BGV (Background Verification) Clearance.

I will be able to produce all the below mentioned documents for background verification, else my experience will be reduced/cancelled and will be provided basic compensation.

- Last three-month salary slip (included F&F).
- Offer letter (for relevant year of experience).
- Relieving letter.
- Full and Final Settlement Letter.
- Experience letter.

Signature of the candidate: _____ Name of the candidate: _____

Pranjali Vitthal Chaudhari

Recruiter's Comments (if any)

Recruiter's Signature: _____

Recruiter's Name and E-code: _____





Offer: Computer Consultancy
Ref: TCSL/DT20233870820/Pune
Date: 24/05/2023

Ms. Pranjal Vitthal Chaudhari
5Pralhad Tatyā Nagar,
Shirpur,
Shirpur-425405,
Maharashtra.
Tel# 91-9881495374

Dear Pranjal Vitthal Chaudhari,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Graduate Trainee** in Grade **YG**. Your gross salary including all benefits will be **₹1,90,926/-** per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, this offer is liable to lapse at the discretion of TCS this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.



TCS Confidential
TCSL/DT20233870820

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiers, Ground Floor, S.No: 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



Offer And Appointment Letter

Aug 11, 2023

Mr Chetan Girase
Dondaicha

Dear Chetan,

Thank you for your interest in Jade Global. Jade Global is a premier Information Technology services company. We specialize in digital transformation services, as well as IT Outsourcing across multiple technology platforms.
More information about Jade Global is available at www.jadeglobal.com.

Jade Global Software Pvt. Ltd. (Company) is a wholly owned subsidiary of **Jade Global, Inc.** and is incorporated under the Companies Act, 1956 having its registered office address at Nyati Teck Park, 7th Floor, Digambar Nagar, Near Brahma Suncity, Behind Nyati Meadows, Wadgaon Sheri, Pune – 411014.

Contract of Employment:

On behalf of the Company, we are pleased to offer you appointment as **Associate at W1**, on the following terms and conditions:-

1. **Date of Joining:** Your date of joining should be **Sep 21, 2023** or earlier. If you are unable to join by this date, please contact your Jade Global recruiter immediately and communicate the updated date at the earliest, in writing. This contract will come into effect after you formally join the Company. Till the date of your joining this document should be construed as an offer for appointment. This document, becomes a contract and appointment letter which would be legally binding upon both parties, only upon you joining the Company.
2. The Offer made herein shall remain valid only if you score 60% or above marks in BSc or equivalent graduation course. In case the minimum marks is not achieved this offer shall automatically stand cancelled.
3. **Mandatory Enrollment into MTech program by BITS:**
 - a. As a pre-requisite for your employment with Jade Global, it is mandatory for you to enroll into BITS Pilani MTech program, which is a 4-year program.
 - b. You are required to fulfill entry criteria set by BITS Pilani for the MTech program. If you fail the entry criteria for this program, offer for appointment will automatically be cancelled, as this program being the pre-requisite for your employment. The entry enrolment exam and the M Tech Program is managed and evaluated by BITS Pilani. Jade Global has no control whatsoever in the program or process of evaluation. This entry criteria evaluation shall be conducted before your date of joining the Company.
 - c. Jade Global will reimburse 100% of the tuition fees for the BITS Pilani MTech program, after your graduation of the 4-year MTech program, upon submission of the MTech degree certificate.

Jade Global Software Pvt. Ltd.
Nyati Teck Park, 7th Floor, Digambar Nagar, Behind Nyati Meadows, Wadgaon Sheri, Pune – 411014
Fax: +91-20-66081595 | www.jadeglobal.com
CIN: U72200PN2012PTC142253



Page 1 of 6



9. **Dual Employment:** Your appointment with the Company is an exclusive assignment and you will not, at any time, engage in any paid occupation or business outside the company without obtaining prior written consent of the Company.
10. **Background Check:** As a policy, the Company conducts Background Check of all new employees. This appointment is contingent upon the Company receiving satisfactory results from a Background Check, which shall include without limitation - interviewing past and current employers, if any and verifying education transcripts. For business requirements, you may also be required to undergo a criminal check. The Company shall have the right to terminate your services without notice and payment, and without any other liability, if the information provided by you at the time of interview or as part of your application or resume is found to be false or misrepresented, if there are any criminal proceedings against you, that are discovered during your background verification check, the Company may ask you to provide additional documents regarding the same. Continuation of your employment will be subject to Company's assessment of the severity of such criminal proceedings.
11. **Working Days, Holidays and Leave:** Your working hours will be 40 per week and you are required to work 5 days in a week, and in accordance with the applicable policies of the Company. You may be required to work at such other times as may be necessary for the proper performance of your duties. Your daily working hours, holidays and leaves shall be as per the Company policy as amended from time to time.
12. **Notice of termination:**
- You will be required to give at least 2 months of written notice to the Company. If you ask for release from your duties before the expiration of your notice period the Company will be entitled to recover from you as 'salary in lieu of notice', an amount equivalent to the shortfall in notice period at the rate of your basic salary and/or to deduct such amount from any amounts which may be payable to you by the Company. However, the Company reserves the right to relieve you only at the end of your notice period, based on the work requirements prevailing at the time.
 - During the Probation period, Company may, with or without cause terminate your employment with immediate effect.
 - After the Probation period and only upon confirmation, the Company, at its sole discretion shall be entitled to terminate your employment by giving you either 2 months of notice in writing or equivalent basic salary in lieu thereof. In case of termination by the Company in compliance of this section, you shall waive irrevocably and unconditionally release, acquit, covenants not to sue and forever discharge Company and each of Company owners, stockholders, predecessors, successors, assigns, agents, directors, officers, employees, representatives, attorneys, divisions, subsidiaries, affiliates, and all persons acting by, through, under or in concert with any of them from any and all charges, complaints, claims, liabilities, obligations, promises, agreements, controversies, damages, actions, causes of action, suits, rights, demands, costs, losses, debts and expenses (including attorney's fees and costs actually incurred), of any nature whatsoever, known or unknown pertaining directly or indirectly related to your employment with the Company.

Jade Global Software Pvt. Ltd.
Nyati Teck Park, 7th Floor, Digambar Nagar, Behind Nyati Meadows, Wadgaon, Pune - 411014
Fax: +91-20-66081595 | www.jadeglobal.com
CIN: U72200PN2012PTC142253



Page 3 of 4



15. **Group or Group Company:** For the purposes of this Agreement, the "Group" or "Group Company" means the Company, Jade Global Inc ("Jade Global"), any subsidiary of the Company or Jade Global, any holding company of the Company or Jade Global and any subsidiary of such a holding company. The expressions "subsidiary" and "holding company" shall have the meanings given to them by section 4 of the Companies Act 1956.
16. **Applicable Law:** This agreement shall be governed by and construed in accordance with Indian Law and the parties submit to the non-exclusive jurisdiction of the Courts in Pune, Maharashtra, India.
17. **Severability:** The various provisions and sub-provisions of this Agreement and its Annexes are severable and if any provision or identifiable part thereof is held to be unenforceable by any court of competent jurisdiction then such unenforceability shall not affect the enforceability of the remaining provisions or identifiable parts thereof in this Agreement or its Annexes.
18. **Validity of this letter:** Please communicate your acceptance of this appointment and the associated terms and conditions within 3 calendar days from the date of issue of this letter after which this offer will not be valid.
19. We request you to confirm your acceptance of this appointment by returning a copy of this letter duly signed by you on all pages including the annexure. If you have any questions, please contact your Jade Global point of contact or write to nilima.ghoderao@jadeglobal.com who will direct your questions to the appropriate person within Jade Global. We look forward to a mutually beneficial association with you.

Sincerely,
For Jade Global Software Pvt. Ltd.

Rajendra Raut
Vice President – Talent Acquisition

Acceptance by the recipient:

I have read and understood all the terms and conditions contained in this letter as well as the annexure and agree to abide by the same. I am signing this document as a token of my having accepted employment with the company and the terms and conditions set out in this letter.

Aug 11, 2023

Signature:



Chetan Girase

Jade Global Software Pvt. Ltd.
Nyati Teck Park, 7th Floor, Digambar Nagar, Behind Nyati Meadows, Wadgaon Sheri, Pune – 411014
Fax: +91-20-66081595 | www.jadeglobal.com
CIN: U72200PN2012PTC142253

Page 5 of 8

Date: 05-Sep-2023

Candidate Code: CC014824

Name: Rupesh Nishank Pawar
Location : Ahmednagar

Letter of Intent / Offer Letter

Dear **Rupesh Nishank Pawar**,

Congratulations! We are pleased to inform you that you will be offered a fixed term employment at Xpheno Private Limited (hereinafter the Company), and would be deputed to our Client as **Retail Sales Representative**. Your Job Location would be **Ahmednagar**.

Your Date of Joining will be **07-Sep-2023**.

The following conditions will be applicable to you:

1. Your contract will commence from **07-Sep-2023** and it will end on **06-Sep-2024**.
You will subsequently receive an appointment letter, to this effect on receipt of confirmation, on your joining. In the event of any changes in your date of joining, the same will be modified at the time of appointment.
2. You would be required to abide by the code of conduct and ethics prescribed by the Company or its Client.
3. Your employment during the term of your Contract will be only with Xpheno Private Limited.
4. Your Monthly fixed Net Take Home Salary will be **Rs.14,179/-**.
5. This is a letter of intent. Your employment is subject to you receiving an appointment letter from the Company. You will be issued an appointment letter after your joining and only after submission of your documents/details in the online onboarding portal and clear background verification. By accepting this Letter of Intent you consent/agree to the Company initiating a background verification of your address, past employment. You are requested to submit all your documents to initiate the same, before your date of joining.
6. You will be required to go through medical tests and obtain a fitness certificate, wherever applicable as a pre-joining requirement.
7. Your employee code will be assigned after your joining.
8. Individual Salary information is strictly confidential and you are required to abide by it, at all times.
9. Your notice period on this assignment will be **30** days.
10. You are requested to without fail, submit the following documents at the time of your joining. Please be informed that the Company reserves the right to withhold the payment of your first month's salary if the documents are not submitted within **2 (two)** working days of your date of joining the Company. Further, despite of subsequent reminders of submission of document, Non-submission might lead to withdrawal of your offer.
 - Employee joining form



www.xpheno.com
askhr@xpheno.com
Phone: 82966-11032
CIN Number: U74999KA2018PTC098222

5th Cross, No. 381,
8th Main Road, BEML Layout,
Thubarahalli, Bangalore Urban,
Karnataka - 560 066

Annexure A
Salary Breakup
Candidate Code: CC014824 Emp Name: Rupesh Nishank Pawar

Details	Per Month	Per Annum
BASIC	14,310	1,71,720
HRA	716	8,592
Statutory Bonus	1,192	14,304
Gross	16,218	1,94,616
Employee PF	1,717	20,604
Employee ESIC	122	1,464
PT	200	2,400
Total deductions	2,039	24,468
Net Salary (Gross-Total deductions)	14,179	1,70,148
Employer PF	1,717	20,604
Employer ESIC	528	6,336
Insurance	324	3,888
CTC = Gross salary + Employer Contribution	18,787	2,25,444

Note:

1. Per Annum salary is for illustrative purposes only. All emoluments in INR only.
2. Net pay is subject to Income Tax deduction, if applicable, and will be as per the Income Tax Act,1961. If your gross salary is in the income tax bracket, i.e., above 2.5 Lacs per year, you are requested to submit your PAN card and income tax declarations on the onboarding / employee portal, or to your HR at Xpheno. If you are changing jobs during the financial year and you are under income tax, please declare your previous earnings and taxes to avoid excess tax deductions.
3. If you do not submit your PAN number at the time of joining, you will not receive Form 16. In the event of delayed PAN details shared, Form 16, when issued, will have data only from the month you submit your PAN details.
4. Other statutory deductions such as ESIC, Employee Provident Fund, Professional Tax, Labour Welfare Fund (LWF) will be applicable as and when, and as per applicable rules.



www.xpheno.com
 askhr@xpheno.com
 Phone: 82960-11032
 CIN Number: U74999KA2016PTC096222

5th Cross, No. 381,
 8th Main Road, BEML Layout,
 Thubarahalli, Bangalore Urban,
 Karnataka - 560 066

OFFER LETTER

08/09/2023

To,

MR. ROHIT SHAM BADGUJAR**EGNIOL SERVICES PRIVATE LIMITED** is delighted to offer you employment on the following terms:**1) Position and Date of Joining:**The company welcomes you on-board as a **RESEARCH ANALYST** with effect from **21/09/2023**.**2) Reporting & Employment location:**You will initially report to **MR. VISHAL AGRAVAT**. Your initial employment location will be **Ahmedabad**. The company reserves the rights to change your reporting manager, job role and/or location, at any time.**3) Company Policies:**




You shall be bound by any and all policies and procedure of the company, which may change from time to time. The management of the company reserves the right to amend the policies and procedure of the company.

4) Compensation & benefits:Your CTC will be **Rs. 2,64,000/-p.a.****5) Reimbursement for Expenses:**

You will be reimbursed directly for reasonable expenses incurred by you in the performance of your duties, in accordance with the Company's Expense Policy.

6) Employment Relationship:

You will be under probation period for 3 months from your date of joining. Your employment with the company, during the probation period, can be terminated any time either by you or the company, for any reason whatsoever. Depending on the circumstances of your separation from the company, you will be required to serve a notice period of at least 15 days.

 +91 8585 098 585 www.egniol.co.in
info@egniol.co.in 05TH FLOOR, 502, 1-SQUARE, NR. CIMS CROSS
ROAD, SCIENCE CITY ROAD, SOLA, AHMEDABAD
GUJARAT 380061



Letter of Intent

February 20, 2023

Snehal Patil

RC Patel Institute Of Management Research and Development, Shirpur

Dear Snehal Patil,

We are pleased to inform you that you have been provisionally short-listed for employment as " Trainee".

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in Chennai.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs. 3 Lac per annum.

You are required to sign a service agreement of 24 Months from the date of joining, in the event of service agreement breakage you will be required to pay a sum of Rs. 2 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to campusconnect@hexaware.com

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - II, X Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710. Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Letter of Intent

February 20, 2023

Sumit Yeshirao

RC Patel Institute Of Management Research and Development, Shirpur

Dear Sumit Yeshirao,

We are pleased to inform you that you have been provisionally short-listed for employment as "Trainee".

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs. 3 Lac per annum.

You are required to sign a service agreement of 24 Months from the date of joining, in the event of service agreement breakage you will be required to pay a sum of Rs. 2 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please countersign, scan and email the document as your confirmation within a week of receiving this letter to campusconnect@hexaware.com

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, X Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com

GRIDLOGICS 
CIN: U72200PN2004PTC018754
www.gridlogics.com

Gridlogics Technologies Pvt. Ltd.
4th Floor, Sunflower Commercial, 77/1 Baner Road
Baner, Pune - 411045, India
Tel: 020-29704972 Fax: 022-39167397

Date: 23-May-2023

To,
Mr. Umar Khan
Memnagall, Navapur
Navapur 425438

Subject - Confirmation Letter

Dear Umar,

We are pleased to confirm your employment at Gridlogics Technologies Pvt. Ltd as **"Software Engineer (E2)"** w.e.f. 10th May 2023

Your annual salary is **INR 371600/- LPA** (There will be Employee & Employer Provident Fund and Professional Tax amount deducted from this). All other terms & conditions of your services will remain the same as mentioned in the appointment letter.

We wish you an exciting and bright career ahead at Gridlogics.

For Gridlogics Technologies Pvt. Ltd.



Monali Sahani
Senior HR Executive





जिल्हा विधी सेवा प्राधिकरण धुळे

Website: legalservices.maharashtra.gov.in
E-mail: dlsadhule@rediffmail.com



• पत्ता: जिल्हा न्यायालय आवार, सोसायटी रोड, धुळे • फोन नं. ०२५६२-२३७४३६ • मो.नं. ८५९१९०३६१८

म.जा.क्र: 751/२०२३
दिनांक: ०८/०९/२०२३

नियुक्ती पत्र

प्रति,

कुलकर्णी प्रतीक उज्वल
कार्यालयीन सहायक,
विधी सहाय्य बचाव कक्ष प्रणाली,
धुळे

विषय : कार्यालयीन सहायक या पदी नियुक्ती बाबत...

- संदर्भ : १) मा.महाव्यूट राज्य विधी सेवा प्राधिकरण, मुंबई यांचेकडील पत्र म.जा.
क्र. मालसा/२०२३/२६४९ दिनांक ०७/०९/२०२३
२) या कार्यालयाचे फायरपत्र दिनांक ०८/०९/२०२३ रोजीचे.

उपरोक्त संदर्भिय विषयास अनुसरून आपणास कळविण्यात येते की, संदर्भिय पत्र क्र. ०१ अन्वये विधी सहाय्य बचाव कक्ष प्रणालीच्या कार्यालयीन सहायक या पदी आपली निवड झाली असून संदर्भिय ०२ अन्वये आपल्या सोबत काम करण्यात आलेला आहे. संदर्भिय पत्र क्र. ०१ अन्वये नियुक्ती आदेश देणेबाबत निर्देशित करण्यात आलेले आहे.

त्याअनुषंगाने विधी सहाय्य बचाव कक्ष प्रणालीच्या कार्यालयीन सहायक या पदी आपण दिनांक ११/०९/२०२३ रोजी कार्यालयीन वेळेपासून सदर पदावर रुजू व्हावे. नियमानुसार आपण हजर झालेचे तारखेपासून आपण मानधन मिळण्यासाठी पात्र राहाल.



(संविद वि. स्वामी)
सचिव,
जिल्हा विधी सेवा प्राधिकरण,
धुळे



Date: 20th May, 2022

OFFER LETTER

Dear Bhagyashri,

With reference to your interview with us, we are pleased to offer you a position of "Junior Software Developer" in our organization as per the terms and conditions given below:

1. Compensation :
 - a. Your total remuneration will be Rs.3,00,000/- (Rupees THREE LAKH) Per Annum. Details of your remuneration are included in Annexure - A (attached)
2. This offer is valid till 21st May, 2022.
3. The date of joining 23rd May, 2022 as per the client request.
4. Your present posting will be at Andheri, Mumbai, Maharashtra. However the Company reserves the right to transfer you to any of its offices/establishments/group companies whether now in existence or to be setup hereafter.
5. There will be a 15 months bond which you will have to sign on the date of joining. In case any employee breach the bond he will be liable to pay Rs.50,000/- to Avencore.
6. The Office Timings will be 11 am to 8 pm from Monday to Friday.



www.avencoree.com verification@avencoree.com

Salary Details:

Annexure – A		
Particulars	Salary Per Month	Annual Salary
Basic Salary	15,100	1,81,200
House Rent Allowance	9,174	1,10,084
Monthly Gross (A)	24,274	2,91,284
Gratuity (B)	-	8,716
Deductions:		
Profession Tax	200	2,400
Total Deductions (C)	200	2,400
Net Monthly Salary (A-C)	24,074	-
TOTAL CTC (A+B)	3,00,000	
* Professional Tax in February will be Deducted as Rs. 300/-		
* Gratuity payable as per the rules		
*TDS will be deducted as per law		

We wish you all the best and look forward to establishing a great working relationship.

Avencore Consultant
Artakle
 AUTHORIZED SIGNATORY

I Accept

BHAGYASHRI SONAR

www.avencore.com verification@avencore.com



Private and Confidential



Date: July 21, 2022

To,

Ashwini Patil

Subject: Letter of Appointment ("Appointment Letter")

Welcome to Hansen Technologies!

We are pleased to offer you employment as **Associate Software Engineer** with **Sigma OSS Systems Pvt. Ltd.**, a member of the **Hansen Technologies Group** hereafter referred to as "**Hansen**" or "**The Company**". Your employment is offered on the terms and conditions mentioned in this Appointment Letter (Employment Agreement).

1. Joining Date:

Your joining date will be **01-Aug-2022**, or earlier, except if otherwise extended by Hansen and communicated to you in writing.

2. Job Description

As the **Associate Software Engineer**, you shall be responsible for carrying out the duties as detailed in the job advertisement/job description.

Job descriptions appropriate to your role are available at any time from your line manager. The company retains the right to update and/or amend job descriptions from time to time and in line with company requirements.

3. Remuneration:

- a. Your Annual Cost to the company ("**CTC**") will be **INR** , subject to applicable statutory deductions. Notwithstanding any provisions of any other law, you will not be entitled, nor shall claim, any other amounts, except as mentioned above in respect of your appointment during the first year of the appointment. Increments will be as per the rules/policies formulated by Hansen.
- b. Your salary is personal and confidential information and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
- c. In case of any change in the existing statute or introduction of a new statute, Hansen reserves a right to adjust the salary components within the then existing CTC to ensure that the payments are made in compliance with such statutes.





To,
Mr. Yogesh Jagtap

Date: 16th February 2022
Sub: Offer letter for Appointment

We are glad to inform you have been selected for the position of **Trainee Software Engineer** in our company. Your training period will be of one month which will be non-paid. After training you will become full time employee with Envitics with probation period of 3 months. Post successful completion the probation period, you will be confirmed as **Jr. Software Engineer** at **Envitics Solutions**.

As a **Jr. Software Engineer** your package will be **Rs 20,200/- (CTC)** per month in our Company

We would appreciate if a confirmation of your intent to join our company is sent to us at the earliest.

Thank you,

(For Envitics Solutions)



www.envitics.com

Note: This offer letter is only valid till next 1 day. Please share your acceptance within a day



+91 - 9887488544



consulting@envitics.com



517 Sivanik aroada, Nr. Arjun homes,
Pragati nagar, Naranpura, A'bad - 3800



INTOSYS

Navigate your next

June 28, 2022

HRD/3T/1003150645/22-23

Ms. Sanika Patil
D/O Sharad Patil, At. Post .Manjrod,
Po:Manjrod ,Tal-Shirpur ,Dist-Dhule
Shirpur-425421
India

Ph: +91-8669066170

Dear Sanika,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.06.28 16:44:57
Reason: Digitally signed
Location: Bangalore

INFOSYS LIMITED
CTN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited



June 28, 2022

HRD/1003150645/22-23

Ms. Sanika Patil
D/O Sharad Patil, At. Post .Manjrod,
Po:Manjrod ,Tal-Shirpur ,Dist-Dhule
Shirpur-425421
India

Ph: +91-8669066170

Dear Sanika,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"Control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

"Training" shall mean and include all the training that shall be imparted to you on joining the Company.

Joining

Your scheduled date of joining the employment of the Company will be **05-Sep-2022**.

Location

Your location for employment is **MYSORE, India** .

You may be asked to relocate to any of our units, departments or the offices of our Affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.



Training

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

Terms and Conditions during Training

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company's pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

Probation and Confirmation

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to earned Leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Increments and Promotions

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

Transfer

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.



Compensation and Benefits

Salary

Your total gross salary during the first six months from the date of joining will be **INR 25,000** per month and Total Gross Salary post successful completion of six months will be **INR 30,000** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

Performance-linked Incentive

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I and Annexure - II of this letter. The mode of payment for Financial Year 2021 - 22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans.



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We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Passport & Driving License

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.



Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2021-22. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.



You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.



Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.09.28 16:48 IST
Reason: Digitally signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com



ANNEXURE - I
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. Sanika Patil			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
MONTHLY GROSS SALARY				22,328
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
FIXED GROSS SALARY (1+2+3)				25,000
TOTAL GROSS SALARY				25,000
OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



ANNEXURE - II
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)																					
NAME	Ms. Sanika Patil																				
ROLE	Systems Engineer																				
ROLE DESIGNATION	Systems Engineer Trainee																				
1. MONTHLY COMPONENTS																					
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BASKET OF ALLOWANCES	4,478																				
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INTOSYS

Navigate your next

June 30, 2022

HRD/3T/1004440465/22-23

Mr. Harshal Patil
No. 01
Surbhicolony
Amalner-425401
India

Ph: +91-8412846781

Dear Harshal,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified


Digitally signed by Richard Lobo
Date: 2022.06.30 10:28:01
Reason: Digitally signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited

HRD/1004440465/22-23

Mr. Harshal Patil
No. 01
Surbhicolony
Amalner-425401
India

Ph: +91-8412846781

Dear Harshal,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer**.

Here are the terms and conditions of our offer:

Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment ("Offer Letter" hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.

"Company" refers to Infosys Limited.

"Control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

"Training" shall mean and include all the training that shall be imparted to you on joining the Company.

Joining

Your scheduled date of joining the employment of the Company will be **03-Oct-2022**.

Location

Your location for employment is **MYSORE, India**.

You may be asked to relocate to any of our units, departments or the offices of our Affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

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You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

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Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2021-22. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.



You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: _____, 20____

Sign your name

Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.06.29 10:30:51
Reason: Digitally signed
Location: Bangalore

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Home Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com



ANNEXURE - I
(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Mr. Harshal Patil			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
1. MONTHLY COMPONENTS				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
MONTHLY GROSS SALARY				22,328
2. ANNUAL COMPONENT				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
FIXED GROSS SALARY (1+2+3)				25,000
TOTAL GROSS SALARY				25,000
OTHER BENEFITS				
Scheme	Eligible Amount in INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



ANNEXURE - II
(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)			
NAME	Mr. Harshal Patil		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
1. MONTHLY COMPONENTS			
BASIC SALARY			15,000
BASKET OF ALLOWANCES			4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)			2,850
MONTHLY GROSS SALARY			22,328
2. ANNUAL COMPONENT			
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)			150
3. RETIRAL BENEFITS			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
FIXED GROSS SALARY (1+2+3)			25,000
4. INCENTIVE COMPONENTS			
	At an Indicative Payout of 5%	At Indicative Payout of 10%	At Indicative Payout of 20%
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000
TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 5% of FGS)			26,250
TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 10% of FGS)			27,500
TOTAL GROSS SALARY (Inclusive of the Incentive Component at indicative payout 20% of FGS)			30,000
OTHER BENEFITS			
Scheme	Eligible Amount In INR	Interest	Monthly Instalments
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12
			Margin Money (To be borne by the employee)
			Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time			
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act			



Ref: TCSL/DT20218822433/1717749/Mumbai
Date: 06 January 2022

MS. CHETANA PREMARAJ SONAWANE
At Post- Chilane ,Telsi-Shindkheda, Dist- Dhule Dhule,
Chilane, Shindkheda,
Maharashtra-425406.
Tel# 918767396566

Sub: Joining Letter

Dear Ms. Chetana Premaraj Sonawane,

We would like to take this opportunity to extend a very warm welcome to TATA Consultancy Services Limited (TCSL) family.

We are pleased to inform you that your joining date at TCSL will be **03rd February 2022** , your joining location is **Pune** , work location is **Pune** and your stream is **EIS & IOT** . This has been provided considering your preference and business requirements.

Your wellbeing is our utmost priority in the current COVID-19 pandemic scenario across India. Keeping this in mind, and the regulations enforced by various states at this point, we have internally enabled a virtual onboarding process for our future TCSers. For the Virtual Onboarding Process, **you will not be required to physically report at the TCS offices on the date of your joining** .

TCS XP HR Team will reach out to you over email in the next few days to guide you further on the virtual onboarding process and steps to be taken to prepare yourself for onboarding.

Congratulations on completing the first phase of your learning through TCS Xplore Program. We appreciate your passion towards learning which has helped you to perform well. You are now set to experience learning through our coveted TCS Xperience Program.

Private and Confidential

TATA CONSULTANCY SERVICES

Tata Consultancy Services Ltd

Head Park, Technopark Campus, Karamattam P.O., Thiruvananthapuram - 695 581, Kerala, India
Telephone : +91 471 6629400, Fax: +91 471 6623499, Website : www.tcs.com
Registered Office: National Building, 9th Floor, Naxosman Point, Mumbai - 400 021
Corporate Identification Number (CIN): L22210MH1999PLC064783

Print





TCS Xperience Program

Learning is a way of life at TCSL. The TCS Xperience Program will open a world of opportunities and help you to scale greater heights in your professional life.

The program is carefully designed to develop software engineering skills, nurture professionalism and inculcate a process mindset. This program provides the perfect platform to polish the skills you have gained through the TCS Xplore program, making you 'project ready'.

The duration of your TCS Xperience Program is based on your performance in TCS Xplore program and business requirements.

The program has regular assessments based on pre-defined learning objectives. You are expected to meet the required standards during the TCS Xperience Program. In case, the performance does not meet the expectations, the management reserves the right to either extend your program or take appropriate action.

As communicated through various forums during the recruitment process, your appointment is subject to completion of your final academic (UG/PG) course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines. You also have to fulfill all the TCS eligibility criteria as stated in the Offer letter.

Kindly confirm your acceptance of this program by clicking on the 'I Accept' button in Nextstep portal. We encourage you to join us on the specified date to enjoy the benefit of timely processing and avail better opportunities.



Private and Confidential

TATA CONSULTANCY SERVICES
Tata Consultancy Services Ltd

Prolog Park, Technopark, Coimbatore, Karnataka P.O., Thiruvananthapuram - 685 581, Kerala, India
Telephonic : +91 471 8679600, Fax: +91 471 8679400, Website : www.tcs.com
Registered Office : Forum Building, 9th Floor, Nariman Point, Mumbai - 400 051
Corporate Identification Number (CIN): L32210MH1985PLC084283

Page | 2

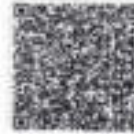


We look forward to you joining us on an enriching career with TCSL. Together, let us take this organization to greater heights!

Gear up to experience the future!

Warm regards,

Janardhan S
Global Head - Talent Development



[Click here](#) or use a QR code scanner from your mobile to validate the joining letter



Private and Confidential

TATA CONSULTANCY SERVICES
Tata Consultancy Services Ltd

Prepaid Park, Technopark Campus, Kalamassery P.O., Thiruvananthapuram - 695 081, Kerala, India
Telephone : +91 471 8029400, Fax: +91 471 8029409, Website : www.tcs.com
Registered Office : Nilmal Building, 9th Floor, Near Mahatma Road, Mumbai - 400 021
Corporate Identification Number (CIN): L22210MH1995PLC084781

Page | 3

Infosys

Navigate your next

March 21, 2022

HRD/2T/1004046539/21-22

Ms. Megha Salunkhe
Radhakrishna Nagar
Pimple Road
Amalner-425401
India

Ph: +91-9284323225

Dear Megha,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.03.21 16:01:36 IST
Reason: Signature required
Location: Bangalore

INFOSYS LIMITED
CIN: LR5110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

Company Confidential - This communication is confidential between you and Infosys Limited





Letter of Intent (LOI)

Superset ID: 2204468

May 17, 2022

Dear Ruchika Sanjay Wadli,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Based on the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be **INR 252,000/-**. This includes an annual incentive target of **INR 12,000/-**. This amount may vary depending on individual and Cognizant's performance. The detailed information on compensation and benefits will be provided in your Offer Letter.

This LOI expresses only our intent to enter into a definitive Employment Agreement, subject to completion of all hiring formalities and procedures. This document does not confer any rights or obligations upon you and Cognizant, and as such does not constitute any contractually binding relationship between you and Cognizant.

This LOI from Cognizant is valid only for **3 days** from the date of the LOI. Hence, you are requested to accept or decline the LOI within **3 days** from the date of the LOI. In case we do not receive any response from your end within the aforementioned time period, this LOI shall stand withdrawn, and will be considered as void. Any extension to the LOI validity will be at the sole discretion of Cognizant. Please note that this LOI is not deemed to be considered for purposes of joining Cognizant. For all onboarding formalities, the definitive Employment Agreement is required.

Note: After the LOI is accepted and Full Time Offer is received from Cognizant, you would be lined up for onboarding within six months after June 2022. You must be ready to work in any of the Cognizant location(s) and should be flexible to work in a 24/7 shift as the case may be.

For further queries, related to Letter of Intent (LOI), please raise a request by clicking "Raise a Query" button in the below link.

Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).

<https://campus2.cognizant.com/cognizant.com/Pages/PrLogin>

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar

Vice President - Human Resources





Capgemini Technology Services India Limited
(Formerly known as IGate Global Solutions Limited)
IT 1, IT 2, Airof MIDC, Thane - Botapur Road,
Navi Mumbai 400708, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Superset ID: 1552589

Letter of Intent ("LOI")

Dear Trupti Patil,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



Upon joining Caggemini,

1. You are expected to enter into an employment agreement with Caggemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Caggemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Caggemini and your performance will be evaluated periodically during such training period.

Caggemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Caggemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@caggemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1552589**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1552589**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1552589**

Thanking you,

Yours Sincerely,

For & On Behalf of Caggemini

Tejinder Sethi

Head - Fresher Hiring

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ANNEXURE 1

Trupti Patil
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

Regd Office: Pune Hqewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hqewadi Phase III, MDC SEZ, Village Men, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6699 1000 | Fax: +91 20 6699 5050 | CIN: UB5110PN1993PLC145900

