

**5.2.1 Number of placements of outgoing students during the year (2023-24)**

Sl. No	Year	Name of student placed with his/her contact details	Program graduated from (Branch Name)	Name of the employer with contact details	Pay package at appointment
1	2023-24	Mohammed Abdul Ghaffar Ph: 8919641162	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
2	2023-24	Gaade Vaishnavi Ph: 9959430189	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
3	2023-24	Danothkar Likitha Ph: 9014535967	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
4	2023-24	Nithin Sai Madduri Ph: 6301908205	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
5	2023-24	N Sai poojitha Ph: 8340990525	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
6	2023-24	Nagjila Adharsh Ph: 9553856520	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
7	2023-24	Kamlekar Sridevi Ph: 9390337124	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
8	2023-24	Panny Monika Sagar Ph: 9618244819	B.E.(CE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
9	2023-24	Archana Chintagari Ph: 9963404027	B.E.(AI&DS)	Sales force - Mr.Sandeep HR Manager PH: 9052554454	2.22 LPA
10	2023-24	Meghana Atham -PH:8179483640	B.E.(CSE)	TCS - MR.SRIHARSHA, HR MANGER - PH: 9985560085	9.5 LPA
11	2023-24	Surya Prakash-PH:6203892385	B.E.(CSE)	Epsilon India Data and Digital Technology Solutions LLP, Mr. Aman, HR Manager, Ph: 80 6128 1000	7.0 LPA
12	2023-24	Mohammed Uzair PH:8008940625	B.E.(CSE)	UST Global - Mr.Prashanth HR Manager Ph: 9883743933	8.0 LPA
13	2023-24	M Varsha Yadav PH: 8106591095	B.E.(CSE)	UST Global - Mr.Prashanth HR Manager Ph: 9883743933	4.25 LPA
14	2023-24	Kesham Manideep PH:8106027784	B.E.(AI&DS)	UST Global - Mr.Prashanth HR Manager Ph: 9883743933	4.25 LPA
15	2023-24	Mohammed Uzair PH:8008940625	B.E.(CSE)	Master works Software Pvt.Ltd, Mr.Abdul Rahaman Ph: 9661140040	4.25 LPA
16	2023-24	Deepender singh PH:9550542687	B.E.(CSE)	Kalgudi Digital - Ms.Bhargavi, HR Manager Ph: 7842556237	6.0 LPA
17	2023-24	Syed Asfaan Hussain PH:6302770179	B.E.(CSE)	Kalgudi Digital - Ms.Bhargavi, HR Manager Ph: 7842556237	3.6 LPA
18	2023-24	T R Yograj Singh PH:9381902512	B.E.(CSE)	Kalgudi Digital - Ms.Bhargavi, HR Manager Ph: 7842556237	3.6 LPA
19	2023-24	Sai Teja Andapally PH:7386760992	B.E.(CSE)	Kalgudi Digital - Ms.Bhargavi, HR Manager Ph: 7842556237	3.6 LPA
20	2023-24	Nelluri Sai Mani Kishore PH:9652761291	B.E.(AI&DS)	Kalgudi Digital - Ms.Bhargavi, HR Manager Ph: 7842556237	3.6 LPA
21	2023-24	Rapolu Sumanth PH:8555984110	B.E.(AI&DS)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	3.6 LPA
22	2023-24	Chandana Kumhari PH:9346387914	B.E.(CSE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
23	2023-24	Deepthi Nagaram PH:6302782600	B.E.(CSE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
24	2023-24	A V MOHITHA PH:7075753855	B.E.(CSE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
25	2023-24	PALOJU HIMABINDU PH:9014340323	B.E.(CSE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA

26	2023-24	SIRIGIRI KULDEEP PH:9014616579	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
27	2023-24	ATA UR RAHMAN PH:9949015839	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
28	2023-24	MOHDABDUL RAHMAN PH:8522844163	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
29	2023-24	DEEPENDER SINGH PH:9550542687	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
30	2023-24	ADUPALA ANKITHA REDDY PH:9347541306	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
31	2023-24	Zareef Akaf Ahmed PH:9121781014	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
32	2023-24	ABRAR SHARIF PH:8978622362	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
33	2023-24	ASFAAN HUSSAIN PH:6302770179	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
34	2023-24	SAMEER AHMED NOOR PH:8712311595	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
35	2023-24	POTTURI LIKITHA PH:9100652891	B.E.(AI&DS)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
36	2023-24	PEDDAPROLU NIKHITHA PH:9346760583	B.E.(AI&DS)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
37	2023-24	A B S BHARADWAJ PH:8008774816	B.E.(AI&DS)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
38	2023-24	ALIYA FATIMA PH:7893343667	B.E.(AI&DS)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
39	2023-24	VARSHA Y MEKALA PH:8106591095	B.E.(AI&DS)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
40	2023-24	ANANYA DONEPUDI PH:9640616620	B.E.(AI&DS)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
41	2023-24	DURGA PRASAD VANAPALLI PH:8501887394	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
42	2023-24	ATTHAM MEGHANA PH:8179483640	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
43	2023-24	SAI TEJA ANDAPALLY PH:7386760992	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
44	2023-24	SUREYA PRAKASH PH:6203892385	B.E.(CSE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
45	2023-24	SIRIGIRI KULDEEP PH:9014616579	B.E.(CSE)	Amplelogic, Ms.Mamatha, HR Manager PH: 7702851115	3.0 LPA
46	2023-24	SARTHAK BURRA PH: 6309075535	B.E.(AI&DS)	Next Health, Ms.Mallika, HR Manager PH: 98496647224	5.0 LPA
47	2023-24	B GAUTHAM YADAV PH: 7288007688	B.E.(AI&DS)	Next Health, Ms.Mallika, HR Manager PH: 98496647224	5.0 LPA
48	2023-24	K Nandha kumar Ph: 6300328297	B.E.(EEE)	Savantis -MR. REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
49	2023-24	Sanjay Rajanala Ph:6309297573	B.E.(ECE)	Sureworks Infotech Pvt. Ltd, Ms. Bindiya, Director-HR, Ph: 8035712085	2.05 LPA
50	2023-24	NIKITHA MUDDA PH: 7993868212	B.E.(ECE)	ZEN Technologies Pvt Ltd,Saketh HR services-PH-040-35540588	2.4 LPA
51	2023-24	K. Mounika PH: 9100699027	B.E.(ECE)	Antigone solutions Pvt Ltd, Mr. Striram, HR Manager Ph: 9246734502	1.8 LPA
52	2023-24	Ruperao Sharvari Ph:9492886904	B.E.(ECE)	PRAGYATMIKA,Mr.Amit Kumar,Head Technology PH:9654596523	3.08 LPA
53	2023-24	MITTAGADUPULA MANOJ MADHAR /9441632	B.E.(ECE)	Amplelogic, Ms.Mamatha, HR Manager PH: 7702851115	3.0 LPA

54	2023-24	koushika reddy /7842438516	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
55	2023-24	Swathi papani /9390759320	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
56	2023-24	Jayanth sanga/9533653234	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
57	2023-24	MOHD AZAMUDDIN /9390676861	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.2 LPA
58	2023-24	Pratik Singh / 9347308508	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
59	2023-24	Sravani Komanduri Ph: 9441818838	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
60	2023-24	JORRIGALA SAI TEJA /9573023936	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
61	2023-24	vadyala Rakshitha/8074624065	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
62	2023-24	Sanjay Rajanala/6309297573	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
63	2023-24	Syeda Noorul Zoha / 6309897712	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
64	2023-24	Challa Yasheshwini /9885260609	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
65	2023-24	Ruperao Sharvari Ph:9492886904	B.E.(ECE)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
66	2023-24	Pranav Basampally/95157 27146	B.E.(ECE)	Kalgudi Digital - Ms.Bhargavi, HR Manager Ph: 7842556237	3.5 LPA
67	2023-24	Rajeshwari/93926 13205	B.E.(ECE)	Andersen IT Solutions LLC-Mr.Alexander Matthews,Head of Talent Acquisition	6.8 LPA
68	2023-24	Sohail Ahmed Ph:79933 99126	B.E.(ECE)	PRAGYATIKA,Mr Amit Kumar,Head Technology PH:9654596523	3.08 LPA
69	2023-24	Burgula Bharath Babu PH:7731091258	B.E.(ME)	R.S Engineering solutions, Mr. Ravi Kishore, R&D Head Ph: Mobile: +91 9885671896 ,	2.04 LPA
70	2023-24	Andhrapu Koushik PH:9989504849	B.E.(ME)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
71	2023-24	Bogi Pavani PH: 9689574822	B.E.(ME)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
72	2023-24	Mohd Bilal Haseeb PH: 9052582784	B.E.(ME)	Savantis -MR.REVANTH, HR MANAGER - PH: 8638185053	2.22 LPA
73	2023-24	C. Himaswini Ph: 764823405	MBA	CSSI India Center Pvt. Ltd. Mr. Yeshwanth Babu Ph: 04042304444	4.20 LPA

*WVF*  
Coordinator

Criteria Incharge

*[Signature]*



**Principal**  
**PRINCIPAL**  
METHODIST COLLEGE OF ENGG. & TECH,  
King Kofi Road, Abids, Hyderabad.

**DOC: -SA/TA/Hyd/2024/6417**

**Date: -6/6/2024**

**Dear Mohammed Abdul Ghaffar**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6418**

**Date: -6/6/2024**

**Dear Gaade Vaishnavi**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6419**

**Date: -6/6/2024**

**Dear Danothkar Likitha**

**Subject: -Conditional LOI**

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6420**

**Date: -6/6/2024**

**Dear Nithin Sai Madduri**

**Subject: -Conditional LOI**

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6421**

**Date: -6/6/2024**

**Dear N Saipoojitha**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**



**DOC: -SA/TA/Hyd/2024/6422**

**Date: -6/6/2024**

**Dear Nagilla Adharsh**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6423**

**Date: -6/6/2024**

**Dear Kamlekar Sridevi**

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6424**

**Date: -6/6/2024**

**Dear panny monika sagar**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**



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PRIVATE AND CONFIDENTIAL

29/10/2023

Archana Chintagari  
#1-5-471,Ayyappa Nagar Colony,Old Alwal  
Secunderabad, India  
500010

Dear Archana ,

#### OFFER OF EMPLOYMENT AND APPOINTMENT LETTER

We are pleased to offer you a position as an Intern with salesforce.com India Pvt. Ltd. ("Salesforce.com" or "Company"). This letter sets out the terms and conditions of your appointment and outlines the current major features of the Company's compensation and benefits plans and practices for your role as an Intern. This offer is based on your unequivocal acceptance of the same, any counter offer or conditional acceptance is subject to acceptance or rejection of such counter offer/proposal by the Company in writing.

#### COMMENCEMENT OF EMPLOYMENT

Your internship dates are 05/02/2024 to 02/08/2024 and you will report to Mukul Chandok. Your employment is contingent on the results of a background check which may include a personal history check and reference checks, and can include verification of education and work history. This offer is also conditional on receipt of a U.S. Department of Commerce Bureau of Industry & Security export license in the event the Company is required to obtain such licence for your employment. If the results of your background check reveal information that is inconsistent with our standards, or with the information you provide, or if we are unable to obtain an export license, this offer may be cancelled and/or your employment with the Company may be subject to immediate termination.

Your nature of functions, duties as well as responsibilities as an **Intern** have already been indicated to you. A non-exhaustive list highlighting the same shall be given to you, which is only indicative of the general requirements commensurate with your designation. You may be required to act for and perform duties other than those listed as may your supervisory/reporting senior may request in writing if need so arises.

#### COMPENSATION COMPONENTS

Your internship is compensated with a stipend amount of ₹30,000.00 per month.

You will receive your payments via wire transfer.

**Employee Benefits:** You would be entitled to employee benefits under the applicable Company's policy subject to applicable terms and conditions, which are country based and may vary from region to region. The absence of any specific policy for the country does not imply automatic application of policy for the region, unless so specified.



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In this regard, it is specifically stated that as a part of Employee Benefits you would be entitled to core Medclaim/Health insurance cover of INR 7,00,000/- for self only; the premium whereof shall be paid for by the Company with yourself being the beneficiary.

You would be entitled to 20 days of annual leave and 12 days of sick leave, on a pro-rata basis. You are also entitled for any public holidays & any other kind of leave in accordance with the applicable Company's rules, as may be amended from time to time.

You are also eligible for a wellness reimbursement of up to INR 5,000 /- on a monthly basis. This is subject to internal company policies & guidelines and you will have access to the detailed policy post joining

The Company reserves the right to discontinue or modify any compensation, incentive, benefit, perquisite plan, program or practice. Moreover, the very brief summaries contained herein are subject to the actual terms and conditions of such plans, programs and practices. In the absence of specific statements and commitment in regard to applicable policy, you would not have any right to claim eligibility of benefit under the same. Your acceptance shall constitute acceptance of the term that the aforesaid compensations, incentive, benefits, etc are not disbursed/given as a matter of right, and are rewards subject to discretion of the management of the Company.

#### TAXATION

Indian income taxes are withheld from the salary paid to you. You are responsible for filing your personal returns and complying with other requirements under the India tax laws.

#### HOURS OF WORK

You will be required to work up to 48 (forty eight) hours in a week, spread over a period of 5 (five) days, as notified to you by the Company from time to time. The Company may, subject to applicable laws, require you to work beyond these hours for performing your duties competently and to meet the Company's requirements.

#### PLACE OF WORK

Your normal place of work will be India - Hyderabad and your role requires that you generally perform your role from the office.

The Company reserves the right to change your way of working at any time in accordance with business needs. You must comply with any policies and procedures (including but not limited to any applicable team agreements, working from home checklists and associated assessments) that apply to your specific way of working.

#### TERMINATION

The Company has the right to terminate your employment summarily without notice or payment in lieu of notice, if it has reasonable grounds to believe that you have engaged in misconduct or negligence, have committed any breach of the terms of this Contract, or have generally acted or failed to act in a manner that has caused the management of



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the Company to lose faith in you. Summary termination, after you have been provided with a reasonable opportunity to be heard, is at the option of and in the sole discretion of the Company.

#### OBLIGATIONS TO THIRD PARTIES

In your work for the Company, you will be prohibited from using or disclosing any confidential, proprietary or trade secret information of any former employer or other person to whom you have an obligation of confidentiality. Rather, you will be required to use only information that is generally known and used by persons with training and experience comparable to your own, is common knowledge in the industry or otherwise legally in the public domain, or is otherwise provided or developed by the Company. You agree that you will not bring onto Company premises or use in your work for the Company any unpublished documents or property belonging to any former employer or third party that you are not authorized to use and disclose. You further represent that when working for the Company, you will not violate the terms of any restrictive contract you might have signed with a former employer or other person. By accepting employment with the Company, you are representing that you will be able to perform your job duties within these parameters.

In the event any previous employer of yours alleges that your joining the Company is a breach of a non-compete or other restrictive-covenant agreement between you and that employer, you understand that the Company will not indemnify you or pay for your representation against any such claims. You further understand that if a court or arbitrator determines or mandates that you may not work for the Company for a period of time as a result of a restrictive covenant that you signed with a previous employer, you will not be entitled to any pay or equity vesting from the Company during that period and the Company may terminate your employment. You understand that you are responsible for obtaining your own legal advice on the enforceability and extent of any restrictive covenants you have signed with any former employer.

#### CONFIDENTIAL INFORMATION AND INTELLECTUAL PROPERTY

- **By virtue of your employment, you may become aware of information relating to the business or affairs of the Company or a Related Company, including, but not limited to its client lists, trade secrets, client details, sales and marketing information, intellectual property and work, and financial information between the Company and/or a Related Company and/or its clients (Confidential Information).**
- **Without limiting your implied and any other express obligations to the Company with respect to Confidential Information and intellectual property, it is a condition of this offer and your continuing employment that you agree to and execute:**
  - **the Company's Employee Inventions and Proprietary Rights Assignment Agreement, a copy of which is attached as Schedule 3 to this Agreement, and incorporated as part of this Agreement; and,**
  - **any other agreements dealing with Confidential Information and similar subject matter as may be required by the Company or Related Company throughout your employment.**

#### OUTSIDE BUSINESS ACTIVITIES AND BOARD MEMBERSHIP



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Because of the nature of the Company's business and the identities of our customers, partners and prospects, outside activities (including for example sitting on the board of another company) may present many areas of actual or potential conflict. If you wish to engage in any outside activities that take time away from your job at the Company, create a possible conflict with the Company or are related in any way to the Company's business, you must disclose these activities to the Company immediately and prior to your start date.

#### GENERAL PROVISIONS

As an employee in the full time employment of the Company, you will be obliged to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself or devote your time or attention to any employment, business or position of monetary interest, other than that of the Company.

You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you from time to time. It is your responsibility to inform yourself of all applicable terms and conditions, policies, rules, regulations, norms, etc. and any changes made by the Company from time to time. If you do not understand a requirement of your employment you should seek clarification from your manager or Employee Success.

The terms of this offer detailed above are strictly confidential and should be treated as privileged information between you and the Company. You are expected to maintain such information appropriately.

This Offer Letter, together with the enclosed Employee Inventions and Proprietary Rights Assignment Agreement (EIPRAA), supersede any prior oral or written communication on this subject.

The provisions of this Offer Letter shall be governed by, and construed in accordance with the laws of India and the jurisdiction for any dispute is where your position was last located.

#### ACCEPTANCE OF OUR OFFER

Please confirm your acceptance of our offer by electronically signing this Offer Letter, and EIPRAA within 7 days from the date of this letter. This offer is rescinded if not accepted and returned timely.

#### CONCLUSION

We hope you find this offer to be a satisfactory basis for joining the Company.

We look forward to receiving your acceptance and to working with you in the development of the Company.

We welcome you to Salesforce.com and wish you a long-lasting and rewarding association with us.

For and on behalf of Salesforce.com India Pvt. Ltd.



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*N. Scardino*

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Nathalie Scardino  
Interim Chief People Officer





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ANNEXURE A

ACCEPTANCE OF EMPLOYEE

I, Archana Chintagari have read, understood and accept the above Offer of Employment and Appointment Letter relating to my services and appointment with salesforce.com India Pvt. Ltd.

---

Place: Hyderabad

Date:



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20245147569/Hyderabad**  
**Date: 30/07/2024**

Ms. Meghana Aitham  
3-16a/4,  
Narayanguda,  
Hyderabad-500009,  
Telangana.  
Tel# -

Dear Meghana Aitham,

**Sub: Letter of Offer**

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in any Unit as per business requirements of TCSL.

Your gross salary including all benefits will be **INR 7,00,022/-** 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, 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 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, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Initial Learning Program (ILP); (detailed under Terms & Conditions). 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/DT20245147569**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: [www.tcs.com](http://www.tcs.com)

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

TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of INR **15,000/-** 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 INR **7,500/-** 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. 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 INR **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.

#### **4. Communication Allowance**

You will be eligible for Communication Allowance in the form of Communication / Telecom Card. It can be set up to maximum of Rs.2,000/-per month for tax exemption. It should be used to pay only Voice and Internet Data related expenses in your name.



## 5. Personal Allowance

You will be eligible for a monthly personal allowance of INR **17,272/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

## PERFORMANCE PAY

### Monthly Performance Pay

You will receive a monthly performance pay of **₹4,300/-**. This payout is subject to review basis your own ongoing individual performance.

### Performance Bonus

Your Performance Bonus will be **₹3,100/-** per month.

This payout will be made after the end of each quarter based on multiple factors such as the grade and performance of the individual, one's capability development in line with organizational requirements, project allocation, fluidity demonstrated by the individual per laid guidelines, physical presence in the office as required by the company, performance of the Company and respective Unit, and adherence to organizational policies, guidelines and imperatives as communicated from time to time. The payment is subject to you being active on the company rolls on the date of announcement of Performance Bonus.

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

## CITY ALLOWANCE

You will be eligible for a City Allowance of INR **400/-** per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

## OTHER BENEFITS

### Health Insurance Scheme

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

HIS offers the following benefits:

#### 1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to INR **6,000/-** per insured person per annum and basic hospitalization expenses up to INR **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 INR **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 INR **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 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 towards Provident Fund as per the provisions of the said Act.

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**TCSL/DT20245147569**

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TCS Careers Serviceline: 1800 209 3111 Email: [careers@tcs.com](mailto:careers@tcs.com)



You are required to provide your Universal Account Number (UAN), if any, issued by your previous employer on the TCS' Declaration Form (Form 9) so as to link your UAN with TCS PF / Pension account or generate new UAN if not allotted to you earlier.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the TCSL Gratuity Scheme or the Payment of Gratuity Act, 1972 as applicable.

## **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 (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 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. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

### **3. Probation Period**

You will be on probation for three months. If your services are found to be satisfactory



during the period of probation, your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Background Check turns out negative.

#### **4. Working Hours**

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

#### **5. Mobility**

TCSL reserves the right to transfer / utilize your services to any of its offices, work sites, or associated or Affiliated companies in India or outside India, currently in existence or which may come into existence in future on the terms and conditions as applicable to you at the time of transfer. The company at its discretion may require you to work remotely depending upon its business requirement and exigencies.

#### **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 probation 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 offer 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 your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.



## **10. 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 in this offer letter.

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. 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.

## **11. 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.

## **12. 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.

## **13. Notice Period**

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve 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 in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.





#### **14. Retirement**

You will retire from the services of TCSL on the last day of the month in which you complete 60 years of age, as per the proof of age submitted by you at the time of joining.

#### **15. 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.

#### **16. 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.

#### **17. Background Check**

You are required to initiate your background check (BGC) through documentation process after the acceptance of Offer Letter in <https://nextstep.tcs.com> Your background check initiation is complete only when you initiate your BGC online at <https://nextstep.tcs.com> and submit all the relevant documents for background check online.

An agency appointed by TCS will check the credentials specified by you in the employment application Form. BGC verification that remain pending beyond 120 calendar days from your date of initiating the BGC online as stated above or from the date of your joining TCS, as the case may be, for failure on your part or on the part of your academic institution/s or your previous employer/s to furnish and/or validate the requisite information that conclusively helps to corroborate the information provided by you in the employment application Form, will lead to concluding the BGC verification process as 'Negative'. Further any kind of suppression of information and facts pertaining to any of your previous employment/s irrespective of the period of such previous employment, will also lead to concluding the BGC verification process as 'Negative'.

Verification of your last employment (if applicable) prior to joining TCS is initiated only post your release from your previous employment. You may be onboarded to TCS during the period your BGC is in process, however continuity of your employment in TCS will be subject to a positive clearance of your background check with your immediate previous employer. For more details on BGC documents submission, please refer to Offer Letter point number 18. Submission of documents.

#### **18. 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)
- 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

## 19. TCS Initial Learning Program (ILP)

On joining TCSL, you will be given the benefit of formal training (TCS ILP Program) at our

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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.

## **20. 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.

## **21. 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.

## **22. 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.

## **23. 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. A 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.



### Withdrawal of Offer

If you fail to accept the offer from TCSL within 3 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**

**Girish V. Nandimath**  
**Global Head, Talent Acquisition & Academic Interface**



[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 Xplore Centres  
Annexure 3: Confidentiality and IP Terms



**GROSS SALARY SHEET**

**Annexure 1**

<b>Name</b>	<b>Meghana Aitham</b>
<b>Designation</b>	<b>Systems Engineer</b>
<b>Institute Name</b>	<b>Methodist College Of Engineering And Technology</b>

Table 1: Compensation Details (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
<b>2) Performance Pay</b>		
Monthly Performance Pay	4,300	51,600
Performance Bonus*	3,100	37,200
<b>3) City Allowance</b>	400	4,800
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
<b>TOTAL GROSS</b>	<b>51,844</b>	<b>7,00,022</b>

# 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.

\*\*\* For HIS - Note that Rs.7,900 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)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
House Rent Allowance	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Communication Allowance	0	0
Personal Allowance	17,272	2,07,264
<b>GROSS BOUQUET OF BENEFITS</b>	<b>26,522</b>	<b>3,18,264</b>



## Annexure 2

<p><b>AHMEDABAD</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES, Plot #41 Gandhinagar-382007, Gujarat, India</p>	<p><b>BHUBANESWAR</b> TCS XP HR Lead Tata Consultancy Services, Kalinga Park   Talent Development Block   Barabati Building, IT/ITES, Special Economic Zone, Plot No 35, Chandaka Industrial Estate, Patia, Bhubaneswar- 751024,</p>
<p><b>BANGALORE</b> TCS XP HR Lead Tata Consultancy Services, Gopalan Global Axis Block-H, Rd Number 9, Whitefield, KIADB Export Promotion Industrial Area, Opposite Sathya Sai Hospital, Bangalore Karnataka -560066</p>	<p><b>CHENNAI</b> XP HR Lead Tata Consultancy Services, Siruseri SEZ Unit, Plot No.1/G1, SIPCOT I.T. Park, Siruseri, Navalur Post, Kancheepuram District, Chennai - 603 103, Tamil Nadu India</p>
<p><b>DELHI</b> XP HR Lead Tata Consultancy Services, TCS Lucerna Tower, Plot A2B, Sector 125, Noida, Uttar Pradesh, Pin- 201303,India</p>	<p><b>HYDERABAD</b> XP HR Lead Tata Consultancy Services, Synergy Park Non-SEZ(CMC), Old Mumbai Highway, Gachibowli, Hyderabad - 500019, India</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services IT/ITES SEZ, Scheme No. 151 &amp; 169-B, Super Corridor, Village Tigariya Badshah &amp; Bada Bangarda, Tehsil Hatod, Indore -452018, Madhya Pradesh,</p>	<p><b>KOLKATA</b> TCS XP HR Lead Tata Consultancy Services, TCS Delta Park Wanderers, Plot C, Street Number 30, Salt Lake Electronics Complex, Sector V, Block EP &amp; GP, Kolkata, West Bengal 700091.</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS Centre, Infopark Road, Infopark Campus, Infopark kakkanad, Kerala- 682042, India</p>	<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Olympus - A, Opp Rodas Enclaves, Hiranandani Estate, Patlipada, Thane (W), Mumbai 400607, Maharashtra, India</p>
<p><b>MUMBAI</b> TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West Thane, Maharashtra 400606, India,</p>	<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services, Mihan-SEZ, Nagpur, Telhara, Maharashtra - 441108, India</p>
<p><b>PUNE</b> TCS XP HR Lead Tata Consultancy Services, Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune -411057, Maharashtra</p>	<p><b>TRIVANDRUM</b> TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark campus, Kariyavottam P.O. Trivandrum-695581, India</p>



## **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.





## **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.



#### **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. 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.

#### **8. 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.



## 9. 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 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.

## 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. 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.



(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.



**Private and Confidential**

07/31/2024

Surya Prakash  
Bengaluru, Karnataka

Dear Surya

Thank you for taking the time to meet with us. We are delighted to inform you Epsilon India Data and Digital Technology Solutions LLP (formerly known as Conversant Software Development and Campaign Management Services LLP) is prepared to offer you employment for the position of Developer 1 within Epsilon, and on the terms outlined in this offer letter and on the assumption of the authenticity of all information provided to us by you. We anticipate your employment start date to be on or before 08/20/2024 Should you accept this offer and satisfy the conditions set out in this offer letter, we will issue you an Agreement of Employment setting out in detail the terms and conditions of your employment, on your start date.

Your Total Annual Salary will be INR 746,072.00 per annum, subject to applicable deductions. Please note that in addition to this, if you are eligible for contributions to any mandatory benefits, your share of such contributions shall be deducted from the Total Annual Salary. The Total Annual Salary shall be paid to you in accordance with Epsilon's normal payroll practices. The breakdown of your Total Annual Salary into Basic Salary and all relevant allowances is provided to you in Annexure 1. You will be solely liable for your personal tax liabilities and Epsilon makes no assurances that the tax treatment applicable to certain emoluments, allowances or benefits will continue for the entire term of employment. The breakdown of the Total Annual Salary may need to be revised from time to time in keeping with the regulatory developments or otherwise, and Epsilon will not be liable for any additional tax liability which you may face due to such revisions.

Your compensation will be reviewed periodically by Epsilon, and any increase will be discretionary and subject to and on basis of effective performance and Epsilon results during that period.

If Epsilon decides to terminate your employment other than summarily (e.g. for gross misconduct) you will be entitled to receive written notice of sixty (60) days. Epsilon reserves the right to make a payment in lieu of notice equivalent to your salary for any unexpired period of notice, less deductions required by law.

If you decide to terminate your employment with Epsilon, you are required to give written notice of sixty (60) days. You would be required to serve out the stipulated notice period and it cannot be offset against any accrued leave unless approved by Epsilon.

Epsilon also reserves the right to require you to pay out the notice period and/or to withhold your relieving letter, if you fail to serve out the notice period or pay any dues arising due to the additional payments made to you in terms of your joining as per the policies set out. Any resignation would have to be accepted by Epsilon to become effective. Once accepted, the resignation shall not be withdrawn by you, without the express consent of Epsilon.

**Epsilon India Data and Digital Technology Solutions LLP** (formerly known as Conversant Software Development and Campaign Management Services LLP)  
Identification Number AAD-2654

**Additional Office Address:** VIRGO, Wing B, 4th, 6th and 8th Floors,  
Bagmane Constellations Business Park,  
Doddanekudi Village, Municipal Ward – 85,  
Bangalore - 560037

**Office Within Special Economic Zone:**

**Principal and Registered Office:** Floor 9, HUB 1 Building of SEZ Towers,  
Karle Town Centre, Nagavara, Bangalore 560045.  
Tel: +91 80 6128 1000 Fax: 91.80.6751.3699.

Hub 2: Floors 5-8, HUB 2 Building of SEZ Towers, Karle Town Centre,  
Nagavara, Bangalore 560045



This offer is subject to:

- Confirmation of your entitlement to work in the India and/or you having a valid work permit to work in this country.
- Successful completion of background checks and employment references. By signing this offer letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Epsilon.
- You signing and returning this offer letter within 5 days of receipt.
- You signing an Agreement of Employment (which will be issued to you on your joining date) and you entering into the Covenant of Confidentiality, a copy of which will be attached to the Agreement of Employment, and pledging to sign the Code of Ethics when it becomes available.
- You having validly terminated any pre-existing employment and having submitted appropriate release letters or such other documentation from the previous employers as may be requested by Epsilon.
- You keeping the terms of this offer letter confidential. In the event that you breach this obligation, Epsilon reserves the right to rescind this offer letter immediately.

No work may be performed until all the conditions of this letter have been met.

You acknowledge and understand that Epsilon will process your personal information including your sensitive personal data or information (“Personal Information”) for purposes of creating your employee records, payroll records & for purposes as set out in the Data Privacy Policy which is available on Epsilon’s intranet. By accepting the terms of employment, you hereby consent to the collection and disclosure of your Personal Information by Epsilon to and from third parties and for the transfer of your Personal Information by Epsilon to its group companies, suppliers, vendors and customers within and outside India, where it is necessary for purposes related to your employment or where it is legally required. The reference to “sensitive personal data” above is to the categories of personal data identified by data privacy laws as requiring special protection. You also agree not to use any Personal Information other than in connection with and to the extent necessary for meeting the business requirements of Epsilon.

Please note that this letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between you and Epsilon. Any employer-employee relationship is only meant to arise upon execution of the Agreement of Employment between you and Epsilon that will be provided to you on your start date should you accept this offer of employment. Upon execution of the Agreement of Employment, this letter shall form a part of the terms of your employment, and shall be read together with the Agreement of Employment.

This letter shall be governed by and construed in accordance with the laws of India. The courts at Bangalore shall have exclusive jurisdiction to decide any dispute arising out of this letter.

If you have any queries relating to this offer, please let us know. We hope that you are able to accept our offer. If so, please return a signed copy of this letter to Epsilon.

**Epsilon India Data and Digital Technology Solutions LLP** (formerly known as Conversant Software Development and Campaign Management Services LLP)  
Identification Number AAD-2654

**Additional Office Address:** VIRGO, Wing B, 4th, 6th and 8th Floors, Bagmane Constellations Business Park, Doddanekudi Village, Municipal Ward – 85, Bangalore - 560037

**Office Within Special Economic Zone:**

**Principal and Registered Office:** Floor 9, HUB 1 Building of SEZ Towers, Karle Town Centre, Nagavara, Bangalore 560045.  
Tel: +91 80 6128 1000 Fax: 91.80.6751.3699.

Hub 2: Floors 5-8, HUB 2 Building of SEZ Towers, Karle Town Centre, Nagavara, Bangalore 560045



We look forward to hearing from you in the near future and to welcoming you to Epsilon.

Yours sincerely,

07/31/2024

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By: Sonali De Sarker  
Title: Senior Vice President, Human Resources

**Epsilon India Data and Digital Technology Solutions LLP**  
(formerly known as Conversant Software Development and Campaign Management Services LLP)

I agree with and understand the above terms.

candidate\_sig

candidate\_date

**Epsilon India Data and Digital Technology Solutions LLP** (formerly known as Conversant Software Development and Campaign Management Services LLP)  
Identification Number AAD-2654

**Additional Office Address:** VIRGO, Wing B, 4th, 6th and 8th Floors, Bagmane Constellations Business Park, Doddanekudi Village, Municipal Ward – 85, Bangalore - 560037

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candidate\_sig



**ANNEXURE 1**  
**SALARY DETAILS**

Component	Surya Prakash
	Developer 1
	Amount (INR per annum)
<b>Total Annual Salary (A)</b>	INR 746,072.00
Basic	INR 320,811.00
Flexible Benefit Plan - Total basket of Allowances	INR 425,261.00
<b>Retirals (B)</b>	
Employer's Contribution towards PF <sup>1</sup>	INR 38,497.00
Gratuity <sup>2</sup>	INR 15,431.00
<b>Total Cost to Company (C) = (A) + (B)</b>	INR 800,000.00

<sup>1</sup> In accordance with the provisions of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952, if applicable.

<sup>2</sup> Gratuity is only payable as per the Payment of Gratuity Act, 1972, upon completion of 5 years of continuous service, at the time of cessation of employment with Epsilon

**Epsilon India Data and Digital Technology Solutions LLP** (Formerly known as Conversant Software Development and Campaign Management Services LLP)  
Identification Number AAD-2654

**Additional Office Address:** VIRGO, Wing B, 4th, 6th and 8th Floors, Bagmane Constellations Business Park, Doddanekudi Village, Municipal Ward – 85, Bangalore - 560037

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Tel: +91 80 6128 1000 Fax: 91.80.6751.3699.

Hub 2: Floors 5-8, HUB 2 Building of SEZ Towers, Karle Town Centre, Nagavara, Bangalore 560045





## Associate Information Form

### Personal Information

Legal Name (as per your Aadhaar Card)			
Photograph (passport size)			
PAN Number			
PAN Card Copy			
Aadhaar Number			
Aadhaar Copy (Both front & back page)	Front	Back	
Nationality as per your current passport			
Do you have a Passport?	Yes	No	
Passport Copy	Front	Back	
Duration of stay in Karnataka	Less than 10 years Between 10 to 15 years Greater than 15 years		

Confirm your tentative Date of Joining



Once the offer has been accepted, you can expect the below mails from Epsilon in the weeks leading up to your joining.

Week	Email	Description	Action needed	From
<b>Week 1 after offer acceptance</b>	Background Verification initiation mail	Email with instructions to login to the portal, upload documents and personal information required for the verification process	Please complete the data and document submission within 24 hours of receipt of the email	First Advantage Private Limited or Authbridge
<b>2 weeks prior to joining date</b>	Career Settings personal information form	Instructions to login and complete personal information in Epsilon HR Portal	Please complete the data and document submission within 24 hours of receipt of the email	Career Settings
<b>1 week prior to joining date</b>	Introduction to your Buddy and Manager	An email with the coordinates of your buddy and manager	Please respond when your buddy or manager reaches out to you	Epsilon Learning and Development
<b>1 week prior to joining date</b>	Employment agreement	Email with Employment Agreement outlining the terms and conditions of employment with Epsilon India	Please sign the agreement via DocuSign within 24 hours of receipt of the email	Epsilon India Onboarding via DocuSign
<b>1 week prior to joining date</b>	Hotel accommodation details	In case you are eligible for relocation, hotel accommodation details will be shared	NA	Epsilon India Onboarding
<b>1 week prior to joining date</b>	Calendar invite with New Hire Orientation details	New Hire Orientation agenda for Day 1 and 2	Please accept or decline the invite based on your availability	Epsilon Learning and Development
<b>3 days prior to joining date</b>	Login credentials Email with your Epsilon login id and password details	Please use the link in the email to retrieve your password. Make a note of your login credentials, as you will need it to login to your system on your joining date	NA	Publicis Career Settings
<b>2 days prior to joining date</b>	Welcome email	Welcome email with office location, reporting time, SPOC details and general guidelines	Please respond to the email with joining confirmation within 24 hours of receipt of the email	Epsilon India Onboarding

On your date of joining, you will attend onboarding sessions and receive the Epsilon access card, IT assets, and welcome kit to initiate your journey with us. Within four weeks of your joining date, you will be invited to a two-day orientation program to get a complete overview of Epsilon as an organization, our culture, policies, benefits, systems, and facilities.

# Welcome to 360-degree care at Epsilon India.

Our wholehearted commitment to your total well-being.

## Health & Wellness



Health insurance coverage up to INR 5,00,000 with parental/in-law sub-limit up to INR 3,00,000



Personal and accident insurance coverage of 3 times the annual salary



Insurance top-up option up to INR 25 lakhs at a reasonable premium cost



24X7 employee assistance and counselling support on psychological, work, legal and financial aspects



Same sex/live-in partner insurance coverage



Dedicated wellness programs for holistic well-being



20% co-payment on claims for parents/in-laws on the base cover. For employees who opt for a top-up cover, the top-up co-pay for parental claims will be 20%



Cancer Care Program

## Learning & Development



Learning Assistance Program up to INR 2,00,000



Subscription to various learning platforms

## Time off



21 days accrued privilege leave



12 days sick/casual leave



12 national and festival holidays, including 10 fixed and 2 floater holidays



3 days marriage leave



1 day of voluntary time to support community outreach activities



30 days additional sick leave for major illness/surgery/injury



1-5 days bereavement leave

## Parental & Eldercare



26 weeks maternity/surrogacy leaves



26 weeks leave for adopting a child below 2 years for female employees



12 weeks leave for adopting a child between 2-5 years for female employees



Remote working benefit post parental leave



4 weeks adoption leave for male employees



4 weeks paternity leave



Childcare support



Eldercare support

## Financial



Broadband reimbursement up to INR 1,000 per month



Spotlight recognition with redeemable vouchers



Flexible Benefits Plan covering LTA, Fuel & Maintenance, Reimbursement, Food Coupons, NPS for tax saving under payroll

## Miscellaneous



Concierge Services



25-10-2023

UST-LOI-0501

Mohammed Uzair

Methodist College of Engineering & Technology

Sub: Letter of Intent

Dear Mohammed Uzair,

With reference to the interview and the subsequent discussions we had with you, we are happy to inform you that you have successfully completed our selection process and we are pleased to offer a Letter of Intent for a career with ('UST').

This offer is subject to the following and any other conditions:

1. You should complete the course which you are now pursuing, without any backlog at the time of joining.
2. Shall secure 60% aggregate in your current degree course from the first to last semester.
3. Shall provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters prior to the date of joining.

If you accept this offer and join our services, you will be designated as **Developer I - Software Engineering**.

Your employment will be subject to the Standard Terms and Conditions of Employment of US Technology and will be governed by various policies, rules and guidelines of US Technology. It will also be guided by the core values and beliefs of US Technology. Please note that you will also be required to sign and agree to be bound by the Employment Agreement, Employee Non-disclosure, Non-solicitation and Non-Competition Agreement and other agreements when you join the employment of the Company.

The Overall compensation offered to you is Rs 4,25,000/- (Rupees Four Lakh Twenty-Five Thousand) per annum, which will include an Annual Variable Pay of up to a maximum of Rs 21250/- (Rupees Twenty-One Thousand Two Hundred and Fifty) per annum subject to the policy of US technology in this regard.

This offer with US Technology is subject to the successful completion of your Background Verification conducted by US Technology or any other agency appointed by US Technology.

This Offer is subject to successful completion of any Pre-Onboarding training requirement assigned to you.

On successful completion of all the above and any other conditions, you will be issued with a detailed offer letter containing the terms and conditions of employment and your joining date, based on the positions open at that time, which will be binding on you.

**U ■**  
**S T**

If this offer is acceptable to you, please intimate your acceptance of the same by signing a scanned copy of this letter and returning it to us on or before 30-10-2023. If no such intimation of acceptance is received on or before the said date, this offer shall stand automatically withdrawn.

We hope you will find this offer acceptable. We are confident that you will contribute to the values of the organization and wait to welcome you to the US Technology family.

Sincerely,

for **US Technology**



**Vinesh George**  
**Director I – Human Resources**

**Accepted**

Mohammed Uzair

Execution by the candidate:

I, Mohammed Uzair, agree and accept this conditional offer on the terms and conditions outlined and/or referred to in this Agreement.

**Signed by Candidate**

**Date**



25-10-2023

UST-LOI-0500

Varsha Yadav Mekala

Methodist College of Engineering & Technology

Sub: Letter of Intent

Dear Varsha Yadav Mekala,

With reference to the interview and the subsequent discussions we had with you, we are happy to inform you that you have successfully completed our selection process and we are pleased to offer a Letter of Intent for a career with ('UST').

This offer is subject to the following and any other conditions:

1. You should complete the course which you are now pursuing, without any backlog at the time of joining.
2. Shall secure 60% aggregate in your current degree course from the first to last semester.
3. Shall provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters prior to the date of joining.

If you accept this offer and join our services, you will be designated as **Developer I - Software Engineering**.

Your employment will be subject to the Standard Terms and Conditions of Employment of US Technology and will be governed by various policies, rules and guidelines of US Technology. It will also be guided by the core values and beliefs of US Technology. Please note that you will also be required to sign and agree to be bound by the Employment Agreement, Employee Non-disclosure, Nonsolicitation and Non-Competition Agreement and other agreements when you join the employment of the Company.

The Overall compensation offered to you is Rs 4,25,000/- (Rupees Four Lakh Twenty-Five Thousand) per annum, which will include an Annual Variable Pay of up to a maximum of Rs 21250/- (Rupees Twenty-One Thousand Two Hundred and Fifty) per annum subject to the policy of US technology in this regard.

This offer with US Technology is subject to the successful completion of your Background Verification conducted by US Technology or any other agency appointed by US Technology.

This Offer is subject to successful completion of any Pre-Onboarding training requirement assigned to you.

On successful completion of all the above and any other conditions, you will be issued with a detailed offer letter containing the terms and conditions of employment and your joining date, based on the positions open at that time, which will be binding on you.

**U .**  
**S T**

If this offer is acceptable to you, please intimate your acceptance of the same by signing a scanned copy of this letter and returning it to us on or before 30-10-2023. If no such intimation of acceptance is received on or before the said date, this offer shall stand automatically withdrawn.

We hope you will find this offer acceptable. We are confident that you will contribute to the values of the organization and wait to welcome you to the US Technology family.

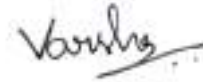
Sincerely,

for **US Technology**



**Vinesh George**  
**Director I – Human Resources**

**Accepted**



Varsha Yadav Mekala

Execution by the candidate:

I, Varsha Yadav Mekala, agree and accept this conditional offer on the terms and conditions outlined and/or referred to in this Agreement.



**Signed by Candidate**

28-10-2023

**Date**





# U - S T

25-10-2023

UST-LO1-0502

Kesham Manideep

Methodist College of Engineering & Technology

Sub: Letter of Intent

Dear Kesham Manideep,

With reference to the interview and the subsequent discussions we had with you, we are happy to inform you that you have successfully completed our selection process and we are pleased to offer a Letter of Intent for a career with (UST).

This offer is subject to the following and any other conditions:

1. You should complete the course which you are now pursuing, without any backlog at the time of joining.
2. Shall secure 60% aggregate in your current degree course from the first to last semester.
3. Shall provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters prior to the date of joining.

If you accept this offer and join our services, you will be designated as **Developer I - Software Engineering**.

Your employment will be subject to the Standard Terms and Conditions of Employment of US Technology and will be governed by various policies, rules and guidelines of US Technology. It will also be guided by the core values and beliefs of US Technology. Please note that you will also be required to sign and agree to be bound by the Employment Agreement, Employee Non-disclosure, Non-solicitation and Non-Competition Agreement and other agreements when you join the employment of the Company.

The Overall compensation offered to you is Rs 4,25,000/- (Rupees Four Lakh, Twenty-Five Thousand) per annum, which will include an Annual Variable Pay of up to a maximum of Rs 21250/- (Rupees Twenty-One Thousand Two Hundred and Fifty) per annum subject to the policy of US technology in this regard.

This offer with US Technology is subject to the successful completion of your Background Verification conducted by US Technology or any other agency appointed by US Technology.

This Offer is subject to successful completion of any Pre-Onboarding training requirement assigned to you.

On successful completion of all the above and any other conditions, you will be issued with a detailed offer letter containing the terms and conditions of employment and your joining date, based on the positions open at that time, which will be binding on you.



Mohammed Uzair  
12-2-823/A/22, Flat No: 404, Siddardha Apartments,  
Opposite MS Junior College, Mehdiapatnam, Asif Nagar,  
Hyderabad, Telangana- 500028

## Part- A

### Offer of Appointment

Dear Mohammed Uzair,

1. It is our pleasure to welcome you to **Master Works Software Private Limited** company.
2. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Computer Vision Intern** operating out of our Hyderabad office.
3. Your remuneration package is strictly confidential between you and hereafter, referred to as The Company, and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
4. Your employment with us will be governed by terms and conditions.
5. You are required to attend on **28<sup>th</sup> March 2024** at the location below. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.
6. On the date of joining, you are requested to report to **Khaled Ahmed (Operation Manager)** at 10:00 AM to complete the joining formalities at **Master Works Software Private Limited**. At the time of joining, you are expected to carry the originals of the documents and submit copies of them to the HR Team.
7. Please note that this Offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to Khaled Ahmed (Operation Manager) latest by **29<sup>th</sup> March 2024**.
9. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency. In case of any discrepancy in your background verification, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you written notice thereof.



10. This Offer is issued to you based on the information provided by you in your application form along with the supporting documents to be submitted within the timelines, in case the Company notices any discrepancy and/or incorrect information in your application form or you fail to submit your supporting documents for background verification within one week of receiving the offer or **within 72 hours (about 3 days)** of joining whichever is earlier, the Company shall, in its absolute discretion, withdraw this Offer or terminate your employment with immediate effect, without any notice pay, by giving you a written notice thereof.
11. This contract will be renewed automatically unless any party sends a letter expressing that he is not interested in renewing this contract before the end of three months. The official notice period for Indian Employees will be 3 months (90 Days) from the date of acceptance of resignation

## Part-B

### **Compensation and Benefits:**

- 1) The company shall pay the Employee a monthly **Stipend (INR 10,000)** on the dates set by the **Master Works Software Private Limited** company policies
- 2) The company does not bear any financial burden incurred on the Ministry of Labor or the competent authority or any future decisions of tax authorities.
- 3) After the 6 months of internship period, based on the employee's performance, a full-time position may be offered. The package of the full-time position can be **6 LPA** and the approved salary will be fixed for 2 years.

**Probation-** You will be on probation for a period of **three (3) months** from the date of employment. Your Confirmation will be based on your positive contribution to the Company's objectives.

**Leaves & Holidays-**The Company recognizes statutory local and public holidays in a year. You shall be eligible for list of Leaves below.

- **Annual leave:** 30 calendar days.
- **Eid al-Fitr Holiday:** Four days.
- **Eid al-Adha Holiday:** Four days.
- **National Day Holiday:** One day.
- **Founding Day Holiday:** One day.
- **Marriage Leave:** Both male and female employees are entitled to a full-paid five-day leave upon marriage.
- **Baby leave:** The employee is granted a five-day calendar leave when blessed with a newborn.



**On Boarding-** We have an orientation program after your date of joining, which will provide you with a brief overview of the Company, its policies and practices.

**Working Hours-**The normal working days will be **Sunday to Thursday** with working hours 10am to 6pm. The timings may change based on the Client/Project requirement.

## Part-C

### ACKNOWLEDGMENT

This acknowledgment shall be attached to and considered part of the employment agreement executed on this date by and between **Master Works Software Private Limited**. "Company" and the **Mr. Mohammed Uzair** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable. I understand that my employment with the Company is absolutely conditioned upon the execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment. I, **Mohammed Uzair**, hereby further acknowledge and confirm that I have read and understood the foregoing agreement. The Employee has set his or her hand on this **28<sup>th</sup> March 2024** and hereby acknowledges, understands and agrees to the above.

**Mr. Mohammed Uzair**  
Signature and Date:

Uzair  
28-3-24

  
**Abdur Rahaman Shah**  
Director

**For MASTER WORKS SOFTWARE PVT. LTD.**

**DIRECTOR**



19-Apr-2024

Dear Deepender Singh,

Subject: Offer of Training & further Employment with Kalgudi.

Congratulations on your selection at Kalgudi!

We are delighted to offer you the position of "Software Engineer Trainee" at Kalgudi Digital Pvt Ltd (hereinafter "Kalgudi"). You will be based in and work from Hyderabad however, based on the position's requirements, you may be required to work anywhere in India. Your joining date would be on or before 01-May-2024. Your detailed salary structure is attached as per Annexure 1.

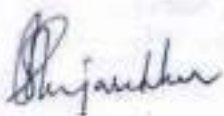
You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon confirmation of this position, on successful completion of Training. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulations and policies of the company. The Company reserves the right to amend such policies, as needed from time to time.
2. At the time of tendering resignation you shall be required to give two months notice in writing. Your services in the company shall be terminable by giving one months notice or Basic salary in lieu thereof as per discretion of the management.
3. This offer letter is subject to further conditions that:
  - a) Your training is subject to your approval and signing of our Non-Disclosure Agreement (NDA) at the time of joining.
  - b) This offer is valid up to 01-May-2024 subject to your joining Kalgudi on or before the given joining date.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

**For Kalgudi Digital Pvt Ltd.**



**Saraswathi Vallabhaneni**  
Managing Director



19-Apr-2024

Dear Asfaan Hussain,

Subject: Offer of Training & further Employment with Kaljudi.

Congratulations on your selection at Kaljudi!

We are delighted to offer you the position of "Product Engineer Trainee" at Kaljudi Digital Pvt Ltd (hereinafter "Kaljudi"). You will be based in and work from Hyderabad location, based on the process's requirements, you may be required to work anywhere in India. Your joining date would be on or before 01-May-2024. Your detailed salary structure is attached as per Annexure 1.

You are requested to furnish true and correct information pertaining to your qualifications, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon confirmation of this position, on successful completion of Training. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulations and policies of the company. The Company reserves the right to amend such policies, as needed from time to time.
2. At the time of tendering resignation you shall be required to give two months notice in writing. Your services in the company shall be terminable by giving one month's notice or basic salary in lieu thereof as per discretion of the management.
3. This offer letter is subject to further conditions that:
  - a) Your training is subject to your approval and signing of our Non-Disclosure Agreement (NDA) at the time of joining.
  - b) This offer is valid up to 01-May-2024 subject to your joining Kaljudi on or before the given joining date.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

For Kaljudi Digital Pvt Ltd.

Saraswathi Vallabhaneni  
Managing Director

Kaljudi Digital Pvt Ltd

1-02/20, Kaveri Hills,  
Hyderabad 500081, Telangana, India

CR: U72907CE2022PTCA6123

info@kaljudi.com  
www.kaljudi.com





19-Apr-2024

Dear T R Yograj Singh,

Subject: Offer of Training & further Employment with Kalgudi.

Congratulations on your selection at Kalgudi!

We are delighted to offer you the position of "Software Engineer Trainee" at Kalgudi Digital Pvt Ltd (hereinafter "Kalgudi"). You will be based in and work from Hyderabad however, based on the position's requirements, you may be required to work anywhere in India. Your joining date would be on or before 01-May-2024. Your detailed salary structure is attached as per Annexure 1.

You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon confirmation of this position, on successful completion of Training. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulations and policies in the company. The company reserves the right to amend such policies, as needed from time to time.
2. At the time of tendering resignation you shall be required to give two months notice in writing. Your services in the company shall be terminable by giving one months notice or Basic salary in lieu thereof as per discretion of the management.
3. This offer letter is subject to further conditions that:
  - a) Your training is subject to your approval and signing of our Non-Disclosure Agreement (NDA) at the time of joining.
  - b) This offer is valid up to 01-May-2024 subject to your joining Kalgudi on or before the given joining date.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

For Kalgudi Digital Pvt Ltd.

Sarawathi Vallabhaneni  
Managing Director

Kalgudi Digital Pvt Ltd

1-62/20, Kevurt Hills,  
Hyderabad 500081, Telangana, India

CIN: U72900TG2008PTCL46121

info@kalgudi.com  
www.kalgudi.com



**19-Apr-2024**

Dear Sai Teja Andapally,

Subject: Offer of Training & further Employment with Kalgudi.

Congratulations on your selection at Kalgudi!

We are delighted to offer you the position of "Software Engineer Trainee" at Kalgudi Digital Pvt Ltd (hereinafter "Kalgudi"). You will be based in and work from Hyderabad however, based on the position's requirements, you may be required to work anywhere in India. Your joining date would be on or before 01-May-2024. Your detailed salary structure is attached as per Annexure 1.

You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon confirmation of this position, on successful completion of Training. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulations and policies of the company. The Company reserves the right to amend such policies, as needed from time to time.
2. At the time of tendering resignation you shall be required to give two months notice in writing. Your services in the company shall be terminable by giving one months notice or Basic salary in lieu thereof as per discretion of the management.
3. This offer letter is subject to further conditions that:
  - a) Your training is subject to your approval and signing of our Non-Disclosure Agreement (NDA) at the time of joining.
  - b) This offer is valid up to 01-May-2024 subject to your joining Kalgudi on or before the given joiningdate.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

**For Kalgudi Digital Pvt Ltd.**

A handwritten signature in blue ink, appearing to read "Saraswathi Vallabhaneni".

**Saraswathi Vallabhaneni**  
**Managing Director**



## IMPORTANT OBSERVATIONS & THINGS TO BE IMPROVED DURING PROBATION

Logic Building skill and Clean code writing to be improved. Improve Knowledge on Data Structures and Algorithms.

The above mentioned areas need special attention where we would help you improve and suggest you to have special focus during training.

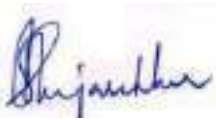
### Annexure -1

#### Annexure-A: Salary Structure

**Name** : Sai Teja Andapally  
**Designation** : Software Engineer Trainee  
**Location** : Hyderabad

- ★ Training period is 06 Months.
- ★ During Training your stipend is **Rs.20000/-** per month.
- ★ After the Training period, based on performance your pay may be revised up to 3 LPA to 3.6LPA. A letter with your pay revision will be issued after the successful completion of your training.

**For Kalgudi Digital Pvt Ltd.**



**Saraswathi Vallabhaneni**  
Managing Director

**Trainee:**

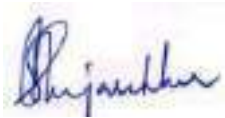
\_\_\_\_\_  
**Sai Teja Andapally**  
Software Engineer Trainee

**Annexure -2****1. Personal Data:**

- a. Proof of date of birth
- b. Proof of Identification
- c. Proof of Address
- d. Academic certificates X, XII, Graduation, Post-Graduation
- e. Other Certifications.

**2. Previous Employment Record (If applicable):**

- a. Relieving Letter and Work Experience Certificate from all previous employer(s) showing duration of employment, projects worked and technology used (where ever possible)
- b. Copy of the resignation letter
- c. Salary slip/ certificate from the last employer
- d. PF Account No., Regd Address of PF Trust / Commissioner for last 2 companies  
Income Tax
- e. Form 16/ TDS certificate from ex-employer
- f. Tax Computation Sheet/Provisional Form 16 for the current financial year.

**For Kalgudi Digital Pvt Ltd.****Saraswathi Vallabhaneni  
Managing Director**



19-Apr-2024

Dear Nelluri Sai Mani Kishore,

Subject: Offer of Training & further Employment with Kalgudi.

Congratulations on your selection at Kalgudi!

We are delighted to offer you the position of "Software Engineer Trainee" at Kalgudi Digital Pvt Ltd (hereinafter "Kalgudi"). You will be based in and work from Hyderabad however, based on the position's requirements, you may be required to work anywhere in India. Your joining date would be on or before 01-May-2024. Your detailed salary structure is attached as per Annexure 1.

You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon confirmation of this position, on successful completion of Training. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulations and policies of the company. The Company reserves the right to amend such policies, as needed from time to time.
2. At the time of tendering resignation you shall be required to give two months notice in writing. Your services in the company shall be terminable by giving one months notice or Basic salary in lieu thereof as per discretion of the management.
3. This offer letter is subject to further conditions that:
  - a) Your training is subject to your approval and signing of our Non-Disclosure Agreement (NDA) at the time of joining.
  - b) This offer is valid up to 01-May-2024 subject to your joining Kalgudi on or before the given joiningdate.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

For Kalgudi Digital Pvt Ltd.

Saraswathi Vallabhaneni  
Managing Director

CIN: U72900TG2020PTC146121

Kalgudi Digital Pvt Ltd

1-62/20, Kavuri Hills,  
Hyderabad 500081 Telangana, India

info@kalgudi.com  
www.kalgudi.com

DOC: -SA/TA/Hyd/2024/6439

Date: -6/6/2024

Dear Rapolu Sumanth

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be Hyderabad. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>, 12<sup>th</sup> and Graducation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid Rs 18, 500/- (Eighteen Thousand Five Hundred only) per month as stipend amount and working as Trainee Analyst. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by Manish  
Modi Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

Plot No. B-8, Second Floor, Sector 2, Noida, Uttar Pradesh - 201501, Ph: 0120-4500209, GSTIN : 09AAECV8900H124,

Registered Office: Plot No 56/8, 3rd Floor, Power Mech IT Park, Opp. Hiler Road, Jubilee Enclave, Madhapur, Hyderabad - 500 081.

CIN : U72200TG2014PTC095549, E-mail: info@savantis.com, Website: www.savantis.com

GSTIN : 36AAECV8900H1Z7, PAN : AAECV8900H

DOC: -SA/TA/Hyd/2024/6438

Date: -6/6/2024

Dear Chandana Kumari

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India.**

Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be Hyderabad. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well. On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

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5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6437

Date: -6/6/2024

Dear Deepthi Nagaram

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with Savantis India.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MOI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6436

Date: -6/6/2024

Dear A V Mohitha

**Subject:-Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India.**

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided

Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>, 12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/-** (Eighteen Thousand Five Hundred only) per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

Plot No: B-8, Second Floor, Sector 2, Noida, Uttar Pradesh - 201501, Ph: 0120-4503209, GSTIN : 09AAECV8900H124,

Registered Office: Plot No. 56/8, 3rd Floor, Power Mech IT Park, Opp. Hitec Road, Jubilee Enclave, Madhapur, Hyderabad - 500 081.

CIN : U72200TG2014PTC095549, E-mail: info@savantis.com, Website: www.savantis.com  
GSTIN : 36AAECV8900H127, PAN : AAECV8900H

**DOC: -SA/TA/Hyd/2024/6435****Date: -6/6/2024****Dear Palaju Hima bindu****Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with Savantis India.

Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be Hyderabad. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Re 18,500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as Trainee Analyst. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

*Digitally signed  
by MANISH  
Modi Date  
2024.06.06*

**Manish Modi  
Manager Recruitment**



DOC: -SA/TA/Hyd/2024/6434

Date: -6/6/2024

Dear Sirigiri kuldeep

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6433

Date: -6/6/2024

Dear Ata ur Rahman

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**. Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MOBI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6432

Date: -6/6/2024

Dear Mohammed Abdul Rahman

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**.

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC:-SA/TA/Hyd/2024/6431

Date: -6/6/2024

Dear Deepender Singh

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with Savantis India.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by Manish  
MOBI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6429

Date: -6/6/2024

Dear Adupala Ankitha Reddy

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6427

Date: -6/6/2024

Dear Zareef Altaf Ahmed

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

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Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6426

Date: -6/6/2024

Dear Abrar Sharif

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6425

Date: -6/6/2024

Dear Asfaan Hussain

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment



DOC: -SA/TA/Hyd/2024/6430

Date: -6/6/2024

Dear Sameer Ahmed noor

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6464

Date: -6/6/2024

Dear Likitha Potturi

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6463

Date: -6/6/2024

Dear Nikitha Peddaprolu

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6462

Date: -6/6/2024

Dear S.B.S.S.Bharadwaj

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6461

Date: -6/6/2024

Dear Aliya Fatima

**Subject: -Conditional LOI**

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Sincerely,

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by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6460

Date: -6/6/2024

Dear Varsha Y Mekala

**Subject: -Conditional LOI**

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MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6459

Date: -6/6/2024

Dear Ananya donepudi

**Subject: -Conditional LOI**

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4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid Rs 18, 500/- (Eighteen Thousand Five Hundred only) per month as stipend amount and working as Trainee Analyst. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6443

Date: -6/6/2024

Dear Durga Prasad Vanapalli

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided

Appointment letter.

Your training location will be Hyderabad. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
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6. 3 Passport size photographs.

On successful appointment you will be paid Rs 18, 500/- (Eighteen Thousand Five Hundred only) per month as stipend amount and working as Trainee Analyst. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment



DOC: -SA/TA/Hyd/2024/6442

Date: -6/6/2024

Dear Altham Meghana

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be Hyderabad. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

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4. Address Proof (Aadhaar Card Mandatory)
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The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6441

Date: -6/6/2024

Dear Sai Teja Anlapally

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of Trainee Analyst with Savantis India.

Your place of training will be at Hyderabad. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

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3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
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On successful appointment you will be paid Rs 18, 500/- (Eighteen Thousand Five Hundred only) per month as stipend amount and working as Trainee Analyst. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6440

Date: -6/6/2024

Dear Surya Prakash

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided

Appointment letter.

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3. ID Proof (Voter ID/ Passport)
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5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.  
Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date  
2024.06.06

**Manish Modi**  
Manager Recruitment

**INTERNSHIP OFFER LETTER**

14<sup>th</sup> November 2024

Mr. Kuldeep Sirigiri,  
282/L, Audiah Nagar,  
RP road, Secundrabad,  
Telangana-500003.

Dear Kuldeep,

We are pleased to extend an offer of appointment to you as an intern at Venkanna Software Services PVT LTD. Your monthly stipend will be **INR. 25000/- (Rupees Twenty-Five Thousand Only)**. As an intern you will not receive any of the employee benefits that regular company employees receive, your internship period starts from **18-11-2024**.

As an intern of **Venkanna Software Services PVT LTD**. You will perform your assigned duties and will maintain the confidentiality of the work assigned to you. We at **Venkanna Software Services PVT LTD** are looking forward to have you as a member of our team.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

We believe in a work culture that encourages "Winning with Integrity", performance and transparency. We believe that our team form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential.

I hope that your association with company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning.

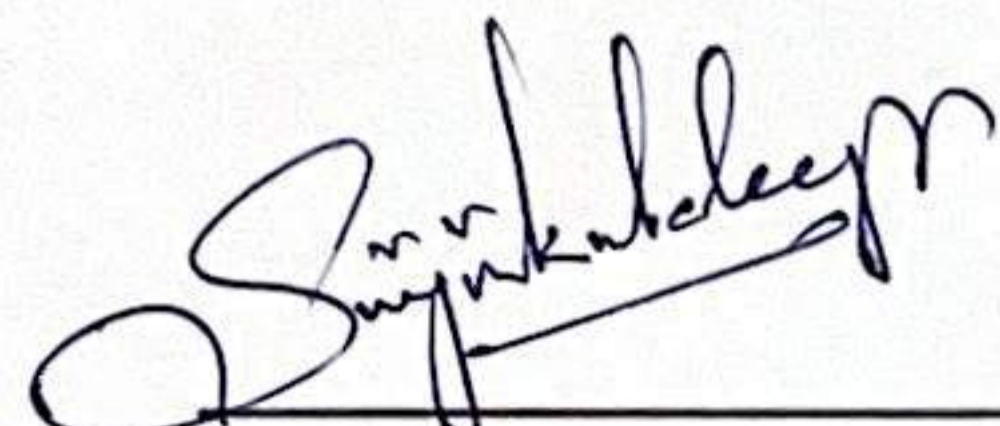
Yours Sincerely

Venkanna Software Services PVT LTD



Preethi Gadila  
Human Resources-Manager

Accepted



Kuldeep Sirigiri

**Venkanna Software Services Private Limited**

Melange Tower, 2 C Floor, Patrika Nagar, HI-tech City, Madhapur, Hyderabad-500081, India.

Phone: - 040-42489921-99 | [www.amplelogic.com](http://www.amplelogic.com) | GSTIN:36AADCV1315K1ZE



30<sup>th</sup> October 2024

REF: HR/2024/ANALYST/06

Mr. Sarthak Burra  
B3, #rd Floor, President Banjara Apartments,  
Sagar Society, Banjara Hills, Hyderabad 500 034

Dear Mr. Sarthak,

Welcome to the Next Health Digital Solutions Family!!!

Congratulations on joining our close-knit pioneers of innovators and problem solvers of Next Health in building **Health Governance Analytics Platform**. We were deeply impressed by your passion for development during the hiring process, and we firmly believe that you will make a valuable contribution to our mission of creating exceptional solutions for our clients.

**Health Governance Analytics Platform** is a forward-thinking application from Next Health that revolutionizes health governance by providing a simple and effective platform for analyzing, forecasting, predicting and reporting health care service delivery and infrastructure issues.

We are happy with your performance and are glad to confirm your services. We wish to bring to your kind attention that your CTC has been enhanced to Rs 5,00,000/- per annum (Rs.41,600/- per month all inclusive) as per the terms of employment. Your employee ID shall be NHDS08. Kindly refer to this number for all your future communications. We wish to inform you that you shall be reporting to Ms. Madhavi P, on technology, product design and development and to Ms. Mallika Kuppa on the administrative matters.

We are glad to confirm your appointment as a **"Technology Analyst"**.

Please read the following terms and conditions mentioned in the document.

#### TERMS AND CONDITIONS

1. Your total Cost to the Company of Rs.5,00,000 per year. The mentioned CTC shall be structured as per your tax requirements.
2. Your appraisal would be on a quarterly basis and the annual increments would be effective 1<sup>st</sup> Nov 2025 based on the reporting manager's recommendations and your continued performance.

**NEXT HEALTH DIGITAL SOLUTIONS PRIVATE LIMITED**

Registered office: 401, Seshu Villa, Domalguda  
Hyderabad – 500029, India

[www.nhds.in](http://www.nhds.in)



30<sup>th</sup> October 2024

REF: HR/2024/ANALYST/07

Mr. Battula Goutham Yadav,  
18-5-734/735, Laldarwaza,  
Mekala Banda, Hyderabad 500 053

Dear Mr.Goutham,

Welcome to the Next Health Digital Solutions Family!!!

Congratulations on joining our close-knit pioneers of innovators and problem solvers at Next Health in the **Business Analysis and Pre-sales Team**. We were deeply impressed by your passion for analyzing various businesses during the hiring process, and we firmly believe that you will make a valuable contribution to our mission of creating exceptional financing solutions for our clients.

**ECA based financing** is a forward-thinking funding structure from Next Health that revolutionizes creation of infrastructure, services, digital transformation, and capacity building globally. With Health care, Agriculture, Education, Renewable Energy, Water and Sanotation as major areas of focus we wish to expand our operations in Asia and Africa over the next 3 years.

We are happy with your performance and are glad to confirm your services. We wish to bring to your kind attention that your CTC has been enhanced to Rs 5,00,000/- per annum (Rs.41,600/- per month all inclusive) as per the terms of employment. Your employee ID shall be NHDS08. Kindly refer to this number for all your future communications. We wish to inform you that you shall be reporting to Ms. Mallika Kuppa and shall work closely with the CEO's office.

We are glad to confirm your appointment as a "**Business Analyst**".

Please read the following terms and conditions mentioned in the document.

#### TERMS AND CONDITIONS

1. Your total Cost to the Company of Rs.5,00,000 per year. The mentioned CTC shall be structured as per your tax requirements.
2. Your appraisal would be on a quarterly basis and the annual increments would be effective 1<sup>st</sup> Nov 2025 based on the reporting manager's recommendations and your continued performance.

**NEXT HEALTH DIGITAL SOLUTIONS PRIVATE LIMITED**

Registered office: 401, Seshu Villa, Domalguda  
Hyderabad – 500029, India

[www.nhds.in](http://www.nhds.in)

**DOC: - SA/TA/Hyd/2024/6768**

**Date: -24/08/2022**

**Dear K. Nandha Kumar**

**Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client, you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self-attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

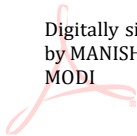
The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI



**Manish Modi**  
**Manager Recruitment**

OFFER LETTER

Reference No: SWI/HRD/OI/0314/2024-25  
Date: 05/08/2024

Mr. R S Sanjay,  
1-8-499/17, Chikkadapilly, Musheerabad,  
Hyderabad, Telangana - 500020  
Mobile No: 6309297573  
Email ID: [sanjayrajanala837@gmail.com](mailto:sanjayrajanala837@gmail.com)

Subject: Offer Letter

Dear Mr. R S Sanjay,

We are delighted to offer you the position of Trainee - Support Engineer in our TSG Department. You will be reporting to Manager - TSG. We believe that your knowledge, skills, and experience will be significant assets for your professional growth and our company's success.

As discussed, and agreed upon, you will be eligible for the following benefits from your date of joining, 05/08/2024:

- **Salary:** Your monthly remuneration will be Rs.17,100/- (Rupees Seventeen One Hundred Only), subject to statutory deductions as per company policy.
- **Travel:** Business travel allowances and reimbursements will be agreement provided according to company policy.
- **Transfer/Relocation:** Your employment includes an to relocate to any of our branch locations as required by project needs.

Your tentative reporting date is 05/08/2024. You will begin working from Head Office, Bengaluru on this date. Please sign and return a copy of this letter, along with a resignation acceptance letter from your previous employer, to our HR department. A minimum tenure of 2 years with our organization is required. Acceptance of this offer is subject to our HR policies, and you must adhere to all company rules and regulations.

Please submit or courier the following documents to HR at the time of your joining:

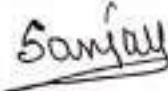
1. Photocopies of your degree certificates
2. Certifications, if any
3. Experience/relieving letters
4. Five passport-size photos
5. Latest salary slips from your previous organization
6. Proof of address
7. Photocopy of ADHAAR Card
8. Photocopy of PAN Card
9. Medical fitness certificate
10. Two copies of your updated resume

We look forward to welcoming you on board.

Sincerely,

For Surreworks Infotech Pvt. Ltd.,

Bhadiya  
Director - HR, QA & IT



Signature & Acceptance

R S Sanjay



Ref No: SWI/HRD/APPT LTR/298/2024-25  
Date: 05/08/2024

## APPOINTMENT LETTER

To,  
Mr. R S Sanjay  
Trainee - Support Engineer

Dear Mr. R S Sanjay,

Sureworks Infotech Pvt. Ltd., a company duly incorporated and registered under the laws of India with its registered address at # No.17/2/1/286, 5th Main Road, Raghuvanahalli, Uttarahalli Hobli, Bengaluru South Taluk, Bengaluru - 560062, Land Mark: Near Chennamma Garden, is pleased to appoint you as Trainee - Support Engineer effective from 05/08/2024. In this role, you will report to Head Office, Bengaluru.

### 1. DATE OF EMPLOYMENT, FORM OF EMPLOYMENT, AND PLACE OF WORK

- 1.1 Your employment is full-time and will commence on 05/08/2024, continuing indefinitely unless terminated as described in Clause 10 and in accordance with the law.
- 1.2 You will be based at Head Office, Bengaluru, India. The Company reserves the right to relocate your place of work within the country at its discretion. You may also be required to travel and stay outstation, including international travel, as per company requirements. You agree to comply with all instructions from the Company in this regard.
- 1.3 You shall devote all your working time to the Company's business and may not hold any other employment.

### 2. Remuneration:

Your Gross Salary will be Rs.17,100/- per month the Salary breakup as follows.

<b>PART A</b>	
Salary Breakups	Actual
Basic & DA	12,825
HRA	4,075
Mobile Allowance	200
Gross Salary	17,100/-
<b>PART B</b>	
Deductions	
PF	1,539
ESI	129
Total Deductions	1,668
Net Salary (PART A-B)	15,432/-

**Note:** The above gross salary will be taxed as per the govt. IT rules and regulation.

### 3. Performance Bonus:

Your salary includes a Performance Bonus, with 10% of the Gross Salary deducted as a Performance Bonus Pay. This amount will be payable as quarterly arrears in your salary.

### 4. Leave:

You are entitled to 18 days of leave per annum, comprising 12 days of Earned Leave and 6 days of Sick Leave. Earned and Sick Leaves must be utilized within the same year and cannot be carried forward, as per the company leave policy.

You are also eligible for company-declared public holidays, as per the company leave policy.

Annual leave taken before and after a weekend will be considered as prefix and suffix to the leave.

### 5. Medical Policy:

You will be entitled to ICICI Lombard, Group Health Insurance and Personal Accident Insurance for yourself. This does not cover dependents.

### 6. Conveyance Allowance:

You will receive a Conveyance Allowance as per company policy.

### 7. Mobile Telephone:

If required, you will be provided with a SIM card from a competitive service provider for official purposes, according to company policy.

### 8. Travel on Company Business:

When traveling on company business, you will be entitled to travel rules, reimbursements, and allowances as determined by the company.

### 9. Salary Reviews:

Salaries are reviewed quarterly, half-yearly, and annually, with adjustments effective on April 1st each year. A 360-degree performance review will be conducted.

### 10. Bonus:

You will be entitled to a bonus during Deepavali, as per company policy.

### 11. Termination:

Employment may be terminated based on unsatisfactory performance, as discussed during the interview, or for failure to meet expectations and assigned responsibilities. Engaging in behaviour that is intimidating, threatening, illegal, or unethical, which negatively impacts the Company's reputation, may also lead to termination.

### 12. Income Tax Liability:

Any applicable income tax will be deducted unless bills of savings are periodically submitted to the HR Department.

No.17/8/1/288, 5th Main Road, Raghuvanshalli, Uttarahalli Hobli, Bengaluru South Taluk, Bengaluru - 560069  
CIN: U72200KA2911PTC057482 | Tele - Fax: +91 90 35712065 Email: info@surreworks.in Website: www.surreworks.in

### 13. Safety Clause:

You must adhere to the safety standards and norms applicable in the plants and follow work practices. Any penalty enforced by clients due to your negligence may result in consequence management by the organization.

### 14. General Conditions:

14.1 You will be an employee of Sureworks Infotech Pvt. Ltd. and may be assigned to multiple projects that align with your skill sets.

14.2 Your employment may be terminated if the conditions outlined above are not met.

14.3 You are required to provide a two-month notice period if you decide to leave the company.

14.4 During your employment, you must maintain strict confidentiality of all information and documents obtained through your work. Upon separation, you must return all such information and documents to the Company.

### 15. Office Timings:

As discussed during the interview, this is a 24/7 role.

General timings: 9:30 AM to 6:30 PM

Working days: Monday to Saturday

Lunch break: 1:30 PM to 2:15 PM

Please adhere to the rules and regulations mentioned in this letter.

We welcome you to Sureworks Infotech Pvt. Ltd. and look forward to a long, mutually satisfying, and rewarding association.

### 16. Employment with Competitors:

As discussed during the interview, your employment commitment is for 2 years from the date of joining. Additionally, after this period, you are not permitted to work for any of our competitors or vendors engaged in similar operations that directly compete with our Company's business, as per company policy.

Yours faithfully,  
For Sureworks Infotech Pvt. Ltd.,

  
Bindiya  
Director - HR, QA & IT

I accept the terms of this appointment and the offer.



Signature of the Appointee

R S Sanjay



### Employment Offer letter

To,  
Ms.MUDDA NIKHITHA

Date:30.07.2024

Dear MS, NIKHITHA

1. We are pleased to offer you an employment as "Technical Associate on contractual basis in Zen Technologies Ltd, Hardware Park, Hyderabad. You are required to report your duties at Zen Technologies on or before May 04.08.2024.
2. Your employment shall be valid for the period of 11 months with effect from your date of joining and the renewal of your employment agreement may be done based on your performance in an advance.
3. Your monthly remuneration will be Rs.19,630/-PM.
4. You will be covered under the Employees Provident Fund & ESIC Acts.
5. You shall abide to undergo any training that may be offered to you by the client during the tenure of the employment.
6. In the day to day functioning of carrying out job responsibilities, you will receive instructions from the Client and will undertake to abide by any instructions/suggestions etc., by any assigned person(s).
7. You shall take care not to disclose confidential information/trade secret etc. that you may come across in the course of your responsibilities to anyone outside the Organization. You shall use such information only in connection with the services provided to the client.

For Saketh HR Services



I Confrm  
and accept the above and will  
join on \_\_\_\_\_

## LETTER OF OFFER - Trainee

Dear Miss K Mounika

Following our recent discussions, I am pleased to offer you the position of Trainee with [Antigone solutions Pvt Ltd]. I believe this role will be both challenging and rewarding for you.

Below are the terms and conditions of this offer:

**Title:** [Trainee Engineer]

**Job Description:**

**Start Date:** Friday, November 1, 2024

You will be required to work at the Company's offices in Hyderabad

**Remuneration:**

Your total cost to the Company is INR 15,000.00 per annum. (Rupees Fifteen Thousand Only)

**Training Period**

You will be on training for Six (6) months from the start date. One (1) month prior to the end of this period, you will meet with your supervisor to review your performance. Upon successful completion of the training period, you will be granted full-time employment status with [Antigone solutions Pvt Ltd]

**Conduct, Duties & Responsibilities, Rights & Obligations:**

You are expected to maintain a very high standard of discipline, efficiency and integrity. You will be responsible for delivering any assignment/s assigned to you from time to time in any function and capacities as deemed fit by the Management of the Company.

You will be required to discharge your duties and responsibilities efficiently to ensure desired & satisfactory results. Your conduct at all times should reflect observance of the National and local laws and the rules and regulations of the company in effect from time to time. In all dealings with the Company and its clients and their organizations, the highest standards of propriety and integrity will be expected out of you.

If in the opinion, Company you are found to be guilty of breach on any of the above clauses mentioned in Appointment letter, other rules and regulations, insubordination, gross negligence of duty, dishonesty or placing personal consideration above the company's interest in any business dealings or involvement in any unlawful acts under any statute, the Company can relieve you from the services forthwith without assigning any reason whatsoever, without giving any notice. Company can also withhold the salary or/and experience letter and relieving letter of the said employee until the final clearance of the matter and Company can initiate appropriate legal proceedings against the employee.

**Submission of Certificate & Photographs:**

You are required to produce the following documents on the date of your appointment.

- Academic & Professional Qualification Certificate from X Std.
- No Objection letter from your respective College/instituted
- 2 colour photographs

**Hours of Work:**

Your workweek will consist of minimum [8] hours and extent base on the work needs.

**Reporting Relationship:**

You will report directly to the Manager Assigned to you on the day of your joining

Please confirm your acceptance of this offer by signing and returning a copy of this letter.

We look forward to welcoming you to our team and are confident that you will make a significant contribution to [**Antigone solutions Pvt Ltd**]

Thanks

**For Antigone solutions Pvt Ltd**



# PRAGYATMIKA

**Reg. Office** :Plot No. : F 17, Balaji Enclave,  
Govindpuram , Ghaziabad , UP -201013

**Mob .** : 9654596573

**Email** :[helpdesk@pragyatmika.co.in](mailto:helpdesk@pragyatmika.co.in)

**Web** : [www.pragyatmika.co.in](http://www.pragyatmika.co.in)

**UAN No.** : UP29D0026525

**[4<sup>th</sup> , OCTOBER, 2024]**

**[SHARVARI RUPERAO]**

[1-6-174/22/H/26, Musheerabad]

[HYDERABAD], [TELANGANA] [500020]

**Subject: Appointment for post of FIELD APPLICATIONS ENGINEER (Jr.) in PRAGYATMIKA**

Dear Ms. SHARVARI RUPERAO,

We are pleased to offer you, the position of FIELD APPLICATIONS ENGINEER (JR.) with PRAGYATMIKA (the 'Company') on provisional basis on the following terms and conditions:

### **1. Commencement of employment/ Internship**

Your EMPLOYMENT is effective from, 14<sup>th</sup>, OCTOBER, 2024

### **2. Job title / Internship Title**

Your job title will be FIELD APPLICATIONS ENGINEER (JR.) in Division of EMBEDDED SYSTEMS & IoT, and you will report to Mr. AMIT KUMAR CHOUDHARY, HEAD, TECHNOLOGY & TRAINING.

### **3. JOB LENGTH**

Your Job appointment is provisional for a 12 Months of Period since the effective date of employment. Subject to performance the revision will be considered after the completion of said period.

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# PRAGYATMIKA

**Reg. Office** :Plot No. : F 17, Balaji Enclave,  
Govindpuram , Ghaziabad , UP -201013

**Mob .** : 9654596573

**Email** :[helpdesk@pragyatmika.co.in](mailto:helpdesk@pragyatmika.co.in)

**Web** : [www.pragyatmika.co.in](http://www.pragyatmika.co.in)

**UAN No.** : UP29D0026525

## 4. Salary/ Stipend

Your salary and other benefits will be as set out in Schedule 1, hereto.

## 5. Place of posting

You will be posted at CoE-IIoT, HYDERABAD, TELANGANA. You may however be required to work at any place of business which the Company has, or may later acquire.

## 6. Hours of Work

The normal working days are MONDAY through SATURDAY. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 09:00 AM IST to 06:00 PM IST and you are expected to work not less than [50] hours each week, and if necessary for additional hours depending on your responsibilities. The Duty hours and working days are subject to change based on the requirements.

## 7. Leave/Holidays

7.1 You are entitled to casual leave of 12 days in a section of 12 MONTHS MAXIMUM 1 Each Month during PROVISIONAL EMPLOYMENT Period.

7.2 You are entitled to 6 working days of paid sick leave during PROVISIONAL EMPLOYMENT Period. The Proof of Medical treatment needs to be submitted.

7.3 The Company shall notify a list of declared holidays in the beginning of each year and you will be notified for same through Company HRMS.

## 8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to

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perform, from time to time. Your specific duties are set out in Schedule II hereto.

## **9. Company property**

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

## **10. Borrowing/accepting gifts**

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

## **11. Termination**

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than [60] days prior notice in writing or salary/Stipend in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving no less than [60] Days prior notice or salary/stipend for unserved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence,

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or have committed any fundamental breach of contract or caused any loss to the Company.

11. 4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

## **12. Confidential Information**

12. 1 During your employment with the Company you will devote your whole time, attention, and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents, and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology,

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manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive till [ 3 Years] the expiration or termination of this Agreement and/or your employment with the Company.

12.5 You will not represent the views of company in Public until and unless you are not been authorized to do so by the concerned authority.

12.6 You will not write, speak, present anything in any form of public media / communication platform which will harm the reput of company.

12.7 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

## **13. Notices**

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

## **14. Applicability of Company Policy**

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

## **15. Governing Law/Jurisdiction**

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**UAN No.** : UP29D0026525

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of ALLAHABAD HIGH COURT, UTTAR PRADESH only.

## 16. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

  
RUPAM JHA

Chief Executive Officer

04-10-2024

[ **ACCEPTED** ]

SHARVARI RUPERAO

FIELD APPLICATIONS ENGINEER (JR.)

PRAGYATMIKA

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## Schedule I - Compensation Details

### Salary Structure

Basic Salary	Rs. 8400/-
House rent allowance	Rs. 3360/-
City Allowance	Rs. 960/-
Medical allowance	Rs. 1000/-
Travel Allowance	Rs. 1000/-
Mobile Phone / Internet	Rs. 600/-
Weekly Performance incentive	Rs. 4800/- (4 *Rs. 1200)
<b>ANNUAL BONUS / INCENTIVE (CTC Components):</b>	
Annual Performance Bonus (Paid Once in a Year)	Upto Rs. 24000/-
Annual Attendance Bonus (Paid Once in a Year)	Upto Rs. 12000/-
Annual Festival Bonus (Paid Twice in a Year)	Upto Rs. 6000/-
Annual Insurance Premiums	Rs. 25000/-
<b>MANDATORY CONTRIBUTIONS and DEDUCTIONS</b>	
PF Contribution	0
ESI Contribution	0
Stock Option	0

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Car	0
TDS Deduction	Applicable Rate
Health Insurance Premium Deduction	Rs. 700

**Note:** You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.

The Annual bonuses are applicable after successful completion of first 6 months of employment period.

## Schedule II - Employee Duties & Responsibilities

### Duties & Responsibilities:

1. To work on the projects assigned related to the Embedded Systems, IoT Applications, Python, AI & ML, AIoT technologies by the supervisor.
2. To conduct the interaction sessions and training sessions for the customers of company Online /Offline on subjects related to the technology domain of work.
3. To assist in Hands ON and Practical session.
4. To mentor and guide on Projects Preparation, documentation, and evaluations for CoE and Training Operation.
5. To conduct Webinars, Seminars, Workshops on the related subjects.

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6. To prepare content, schedules, recordings etc. on the related subject.
7. As assigned by Supervisor / Reporting Authority time to time through Official Communication Channel for the mutual growth of Company and Employee.
8. Assist in planning, promotion, evaluation, auditing of the programs in related subjects.
9. Preparation of reports and stats as assigned by reporting authority time to time for process of operations.

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**INTERNSHIP OFFER LETTER**

**13<sup>th</sup> November 2024**

**Mr. Manoj Madhar Mittagadupula,  
12-11-930, Krishna Nagar, Boudhanagar,  
Sithapalmandi, Secundrabad,  
Telangana-500061.**

**Dear Manoj,**

We are pleased to extend an offer of appointment to you as an intern at Venkanna Software Services PVT LTD. Your monthly stipend will be **INR. 25000/- (Rupees Twenty-Five Thousand Only)**. As an intern you will not receive any of the employee benefits that regular company employees receive, your internship period starts from **18-11-2024**.

As an intern of **Venkanna Software Services PVT LTD**. You will perform your assigned duties and will maintain the confidentiality of the work assigned to you. We at **Venkanna Software Services PVT LTD** are looking forward to have you as a member of our team.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

We believe in a work culture that encourages “Winning with Integrity”, performance and transparency. We believe that our team form the basis of our success and are therefore our most valued assets. Accordingly, we have always believed in giving them the very best work environment and facilities that allows them to deliver results to their full potential.

I hope that your association with company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning.

**Yours Sincerely**

**Venkanna Software Services PVT LTD**

**Accepted**



**Preethi Gadila  
Human Resources-Manager**

\_\_\_\_\_  
**Manoj Madhar Mittagadupula**

**Venkanna Software Services Private Limited**

**Melange Tower, 2 C Floor, Patrika Nagar, Hi-tech City, Madhapur, Hyderabad-500081, India.  
Phone: - 040-42489921-99 | www.amplelogic.com|GSTIN:36AADCV1315K1ZE**



**DOC: -SA/TA/Hyd/2024/6444****Date: -6/6/2024****Dear Mallepally Koshilka Reddy****Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may

include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18,500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6445  
Date: -6/6/2024

Dear Swathi Papani

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**. Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6446

Date: -6/6/2024

Dear Jayanth Sanga

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6447

Date: -6/6/2024

Dear Mohd Azamuddin

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6448

Date: -6/6/2024

Dear R Pratik singh

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**. Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6449

Date: -6/6/2024

Dear Sravani Komanduri

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6450

Date: -6/6/2024

Dear J Sai Teja

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us, we are happy to offer you the position of **Trainee Analyst with Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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Appointment letter.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**DOC: -SA/TA/Hyd/2024/6451**

**Date: -6/6/2024**

**Dear Vadyala Rakshitha**

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>, 12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**



**DOC: -SA/TA/Hyd/2024/6453****Date: -6/6/2024****Dear Sanjay Rajanala****Subject: -Conditional LOI**

This Conditional **LOI** is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANSI  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6454

Date: -6/6/2024

Dear Syeda Noorul Zoha

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst with Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

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Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6455

Date: -6/6/2024

Dear challa Yasheshwini

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

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The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
Manager Recruitment

DOC: -SA/TA/Hyd/2024/6452

Date: -6/6/2024

Dear Ruperao Sharvari

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with Savantis India.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

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Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI, Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**09-Nov-2024**

Re: Employment Terms

Dear **Basampally Pranav**,

Kalgudi Digital Private Limited (the “**Company**”) is pleased to offer you employment beginning on an anticipated start date on **09-Nov-2024**. This offer is contingent upon completion of standard on-boarding procedures of the Company. You are requested to report on the Start Date to complete the joining formalities. At the time of joining, you are requested to submit the documents as per **Annexure B**.

If any declaration given or information or document furnished by you is not satisfactory or is found to be false, or if you have wilfully suppressed any material information, your employment will be liable to be forthwith terminated by the Company without any notice of termination or notice pay in lieu thereof or any compensation whatsoever. By accepting this letter, you acknowledge and expressly consent to the Company collecting, receiving, scrutinizing, processing, verifying, shortlisting, using, storing, sharing, discussing, disclosing and transferring your personal and sensitive personal data and information to its affiliates, third party service providers, legal advisors, tax consultants, accountants, payroll processors, data processors, insurers, bankers, medical/health consultants, in India or abroad.

### Position

- a) Your initial position will be **Software Engineer**, responsible for performing such duties as are assigned to you from time to time.
- b) Your principal place of employment shall be at **Hyderabad, India**. You will, at the discretion of the Company, either work remotely from a location within India and/or at our office located at Hyderabad. The Company may change your position, duties, and work location from time to time at its discretion.
- c) You may be required to (i) relocate to other locations in India or abroad; and/or (ii) undertake such travel in and outside India, from time to time, as may be necessary in the interests of the Company's business.
- d) During the term of this Agreement, you shall devote your full working time, attention and energy to the performance of the duties assigned to you. You shall not, whether directly or indirectly, be employed, engaged, concerned or interested in any manner whatsoever in any trade, business or profession other than the business of the Company or accept any appointment to any office (including directorships) whether for gain or otherwise without the prior written consent of the Company. Should you receive written consent under this section to conduct any such external activity, you shall not utilize the assets, resources and/or time of the Company for such external activities.
- e) Probation Period: There will be an initial probationary period for six months from the date when you actually join the company, and it will continue until you are expressly confirmed in the regular service of the company. During the probation period you can be relieved by the Company with a written notice for non-fitment to the role.

f) Background Verification: Thorough background verification will be conducted either before or after your joining date. This verification may be carried out by a third-party agency authorized by Kalgudi Digital Life Sciences Pvt. Ltd. Background verification includes checking of all facts submitted to the company, including, but not limited to, curriculum vitae or application.

## **1. Compensation and Benefits**

1.1 Your annual salary will be as detailed in **Annexure A**, less applicable deductions and statutory withholdings, paid on the Company's normal payroll schedule on the last day of each month. You will be responsible for the payment of any tax on your income. You will also be entitled to Company Benefits as applicable from time to time. A detailed breakdown of Fixed Salary and Company Benefits you are entitled to is given in **Annexure A**. Further, you will be entitled to maternity benefit if eligible (as per Maternity Benefit Act & Company Policy) and other statutory benefits as eligible and applicable under all the relevant Indian Labour Laws. The Company may change compensation and benefits from time to time at its discretion.

1.4 You will be governed by the Company's policies and rules regarding leave, provident fund, gratuity, employee state insurance and leave encashment as applicable.

1.5 You will not discuss your compensation stated herein with the other employees, contractors, consultants, and/or third parties as the same is a personal matter between you and the Company.

1.6 You agree and acknowledge that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from your salary, or final settlement, any amounts owed by you, including but not limited to, any outstanding loans, advances, overpayments or costs incurred by the Company due to any damage or loss to Company property, etc. caused by you.

## **2. Confidential Information and Company Policies**

2.1 In connection with your employment with the Company, you will receive and have access to confidential information and trade secrets of the Company. Accordingly, enclosed with this letter is an Employee Confidential Information and Invention Assignment Agreement ("CIIA") which contains restrictive covenants and prohibits unauthorized use or disclosure of the Company's confidential information and trade secrets, among other obligations. Please review the CIIA and only sign it after careful consideration. Your employment with the Company is conditioned upon your signing the CIIA. The provisions of the CIIA are deemed to be incorporated by reference into this letter and shall form an integral part of this letter and the terms of your employment with the Company.

2.2 By signing this letter, you are representing that you have full authority to accept this position and perform the duties of the position without conflict with any other obligations you have. You also are representing that you are not aware of any situation that might create, or appear to create, a conflict of interest with respect to your loyalty or duties to the Company. You specifically warrant that you are not subject to an employment agreement or restrictive covenant preventing full performance of your duties for the Company.

You agree not to bring to the Company or use in the performance of your duties at the Company any materials, documents or information belonging to a former employer, or other entity or individual to whom you have an obligation of confidentiality, unless the materials, documents or information are generally available to the public, or you have obtained express written authorization from the former employer, entity or individual for their possession and use. You agree further not to violate any contractual obligations to such former employers, entities or individuals.

### **3. Termination**

3.1 You may terminate the employment by giving sixty (60) days' advance written notice. Similarly, the company may terminate your employment by giving 30 days (1 month) written notice. Company at its sole discretion may decide to provide salary in lieu of notice thereof to terminate your employment. In the event the employment is terminated by you, the Company may, at its discretion, relieve you before the expiry of notice period without compensating for the remaining notice period. Such termination by you shall be subject to the satisfactory completion of all your existing duties, obligations and projects.

3.2 Notwithstanding anything contained herein, the Company may terminate your employment, with immediate effect, without notice or salary in lieu of notice, in the event of your misconduct, including but not limited to, fraudulent, dishonest or undisciplined conduct of, or breach of integrity, or embezzlement, or misappropriation or misuse by you of the Company's property, or insubordination or failure to comply with the directions given to you by persons so authorized, or your insolvency or conviction for any offense involving moral turpitude, or breach by you of any terms of the offer letter and/or the annexures thereto or other documents or directions of the Company, or irregularity in attendance, or your unauthorized absence from the place of work for more than Three (3) working days, or upon you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its affiliates, group companies, clients and/or customers.

### **4. Dispute Resolution and Consent to Jurisdiction and Venue**

4.1 If any dispute arises amongst the Company and you during the subsistence of your employment or thereafter, in connection with the validity, interpretation, implementation or alleged breach of any provision of this letter, Company policies or regarding a question, including the questions as to whether the termination of this letter has been legitimate, the Company and you shall endeavour to settle such dispute amicably.

4.2 In the case of failure to resolve the dispute in the manner set out above within thirty (30) days from the date when the dispute arose (or such longer period as the Company and you may agree to in writing), the dispute shall be referred to a sole arbitrator, mutually appointed by the Company and you. In the event of a failure to appoint an arbitrator within fifteen (15) days from the date when the dispute is referred to arbitration by either you or the Company, the sole arbitrator will be appointed in accordance with the provisions of the Arbitration and Conciliation Act, 1996. The seat and venue of the arbitration shall be Hyderabad, India and the arbitration proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996 as amended from time to time. The proceedings of the arbitration shall be conducted in the English language. The costs and expenses of the arbitration, including, without limitation, the fees of the arbitration and the fees of the arbitrator, shall be borne by the Company and you in the manner decided by the arbitrator.

4.3 The arbitrator's award shall be substantiated in writing and you and the Company shall submit to the arbitrator's award which shall be enforceable in any competent court of law.

4.4 The provisions in this Section 5 shall not apply to claims for injunctive relief, as addressed in the CIIA, or to any other action or claim that cannot be subject to mandatory arbitration as a matter of law (collectively, the “**Excluded Claims**”). In the event you bring multiple claims, including one of the Excluded Claims, the Excluded Claims may be publicly filed with a court, while any other claims will remain subject to mandatory arbitration. Questions of whether a claim is subject to arbitration under this agreement shall be decided by the arbitrator and as per applicable laws.

4.5 Except as may be required by law, neither party nor an arbitrator may disclose the existence, content, or result of any arbitration initiated pursuant to this Agreement without the prior written consent of both parties.

## 5. Miscellaneous

5.1 You shall be bound by the general terms and conditions applicable to employees of the Company as detailed Company policies.

5.2 You agree that your employment by the Company and salary and benefits under this letter are sufficient consideration for the covenants and other obligations contained in this letter and the CIIA.

5.3 You acknowledge that the services to be rendered under this letter are unique and personal. Accordingly, you shall not be entitled to assign any of your rights or obligations under this letter. However, the Company is entitled to assign its rights and obligations herein in whole or part to any of its parent, subsidiary or affiliated entities.

5.4 The provisions of Sections 3, 5 and 6 shall survive the expiry of this letter and employment.

5.5 **Governing Law:** This Agreement and any and all disputes, claims, or causes of action, in law or equity, including, but not limited to, statutory claims, arising from or relating to the enforcement, breach, performance, or interpretation of this Agreement, your employment with the Company, or the termination of your employment shall be governed by and construed according to the laws of India, as amended from time to time. The courts at [Hyderabad, India] shall have the exclusive jurisdiction in respect of any matter or dispute arising out of or in relation to this agreement, including granting any equitable relief or enforcement of any award.

5.6 **Complete Agreement:** This letter, together with the CIIA, forms the complete and exclusive statement of your employment agreement with the Company. It supersedes any other agreements or promises made to you by anyone, whether oral or written. Changes in your employment terms, other than those changes expressly reserved to the Company's discretion in this letter, require a written modification signed by an officer of the Company. Each covenant contained in this letter shall be construed as a separate covenant and if one or more of the covenants is held to be against public interest or unlawful or in any way an unreasonable restraint of trade, the remaining covenants shall continue to bind you. If any provision of this offer letter is determined to be invalid or unenforceable, in whole or in part, this determination shall not affect any other provision of this letter and the provision in question shall be modified so as to be rendered enforceable in a manner consistent with the intent of the parties insofar as possible under applicable law.



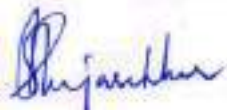
5.7 Waiver: The failure by the Company to enforce at any time or for any period of time any provision of this letter will not be construed to be waiver of any provisions or of the right to enforce each and every provision of this letter.

5.8 Counterparts: This Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

Please sign and date this letter, and the enclosed CIIA, and return them to me by 09-Nov-2024 if you wish to accept employment at the Company under the terms described above.

We look forward to your favourable reply and to a productive and enjoyable work relationship.

**For Kalgudi Digital Pvt Ltd.**



**Saraswathi Vallabhaneni**  
**Director - People Operations**

By signing below, I acknowledge that I have read and fully understand and accept all the terms and conditions of this letter:

---

**Basampally Pranav**  
**Software Engineer**

**ANNEXURE - A**
**Detailed Break Up of Salary and Other Benefits**

<b>Components</b>	<b>Monthly (In INR)</b>	<b>Annual (In INR)</b>
Basic (A)	14,583	1,75,000
HRA (B)	5,833	70,000
Special allowance*	6,950	83,400
<b>Flexi benefit plan (FBP)*©</b>		
<b>Retirals</b>		
Employer's Contribution to PF**	1,800	21,600
<b>Total Base Salary</b>	<b>29,167</b>	<b>3,50,000</b>

**Indicative limits under FBP as per present company policy**

<b>Flexi benefit plan©</b>	<b>Amount PA</b>
Vehicle Allowance	30,000
Chauffeur Salary	11,000
Telephone & Broadband	36,000
LTA(Amount per month)	14,583
Books & Periodicals	24,000
Children's Education	2,400
Children Hostel Allowance	7,200
Professional Education	36,000
<b>TOTAL</b>	<b>1,61,183</b>

\* FBP assumed as Nil. Based on FBP amounts chosen, Special Allowance will change as CTC-(A+B)+C

\*\* Minimum Contribution indicated. Option of higher contribution at 12% of Basic available

**Benefits at Kalgudi Digital**

1. Gratuity as per Law (Not Included in Fixed)
2. Insurance Benefits  
Group Medical Insurance (GMC): Family Floater of 1 + 2 (Self + Spouse + 2 children) with Sum Insured of INR 2 Lacs.

**ANNEXURE-B**

At the time of joining, you are requested to submit the copies of the following documents:

1. Your latest salary slips (3) from last employer and salary certificate
2. Your relieving letter from your last employer
3. Experience Certificates from all previous employers
4. Updated resume
5. Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up)
6. Two Passport Size colour photographs.
7. UAN Number as allotted by previous employer
8. Valid Passport and Work Permit in case of foreign citizens
9. Proof of Age
10. Proof of Address
11. Copy of PAN Card

Please carry all the originals for validation.



**Andersen Solutions**

# **Provisional Offer Letter**

**Ref: NBISL/CTK20223943542/INDIA**

**Date: 26 November 2024**

Dear Rajeshwari,

**Subject:** Provisional Letter of Offer

We are excited to extend a provisional offer of employment for the position of Software Engineer at Andersen IT Solutions LLC. Your qualifications, skills, and experience have impressed us, and we believe that you will be a valuable addition to our team.

This offer is based on your profile and performance in the selection process. You have been selected for the position of Software Engineer. You will be a part of the application development and maintenance projects across any of our businesses or business partners.

Your gross salary including all benefits will be `5,56,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance.

Kindly confirm your acceptance of this offer online by replying to the email 'Accept Offer letter'. If not accepted within 2 Days, 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 given a joining letter indicating the details of your joining date. The Joining letter will be issued to you only upon successful completion of your academic course and meeting the 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 `32,825/- per month and a monthly in hand salary of INR 55825/-

### **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

Taxation will be governed by the Income Tax rules. We will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be `10,000/- 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.

## **PERFORMANCE PAY**

### **Monthly Performance Pay**

You will receive a monthly performance pay of `5,000/-. 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.

### **Quarterly Variable Allowance**

Your variable allowance will be `2000/- 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.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of `1000/- per month. This is specific to India. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

We bring 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 the company, 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.

## **Maternity Leave**

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mothers, may avail maternity leave for twelve weeks.

## **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 we 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**

### **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.

### **Compensation Structure / Salary components**

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

## **Increments and Promotions**

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

## **Alternative Occupation / Employment**

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

## **Confidentiality Agreement**

As part of your acceptance of this appointment as an employee you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of the company and its clients which may be revealed to you or which may in the course of your engagement with the company or its clients come in your possession or knowledge unless specifically authorized to do so in writing. 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.

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

## **Overseas International Assignment Agreement**

If you are on international assignment, you will be covered by the 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,



## **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.

## **Retirement**

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

## **Background Check**

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

## **Submission of Documents**

Please note that you should initiate and complete the upload of mandatory documents on the portal as soon as you receive your license key (subject to availability of the documents).

### **Please carry the below listed Original Documents for verification:**

1. Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
2. Aadhaar Card
3. Standard X and XII/Diploma mark sheets & Certificate
4. Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
5. Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
7. Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
8. License Key and Certificate
9. Passport Size Photograph
10. Medical Fitness Certificate

## **Letter of Appointment**

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

## **Rules and Regulations of the Company**

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures 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 same shall be communicated on the internal portal.

## **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 complete one or more requirements would entitle us to withdraw this offer letter anytime at our sole discretion.

## **Withdrawal of Offer**

If you fail to accept the offer within 2 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn. We look forward to having you in our global team.

## Gross Salary Sheet

Name	Rajeshwari
Designation	Software Engineer

Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	32825	393900
Bouquet Of Benefits	12000	144000
<b>2) Performance Pay</b>		
Monthly Performance Pay	5000	60000
Quarterly Variable Allowance	2000	24000
<b>3) City Allowance</b>	1000	12000
<b>4) Annual Components/Retirals</b>		
Health Insurance	NA	10000
Provident Fund	2000	24000
Gratuity	1000	12000
Total of Annual Components & Retirals	3000	46000
<b>TOTAL GROSS</b>	<b>55825</b>	<b>680000</b>

Component Category	Monthly	Annual
House Rent Allowance	10000	120000
Leave Travel Assistance	2000	24000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>12000</b>	<b>144000</b>

**Position: Software Engineer**

**Start Date: To be announced**

**Employment Type: Full-time**

**Department: Software Development Team**

**Location: Remote**

**Compensation and Benefits**

**CTC: INR 6,80,000**

**Benefits: Health Insurance, Retirement Plan, Vacation Days**

### **Responsibilities:**

As a Software Engineer at Andersen IT Solutions LLC, you will be responsible for:

- Developing and maintaining software applications in accordance with project requirements.
- Collaborating with cross-functional teams to design, implement, and test software solutions.
- Writing clean and efficient code, conducting code reviews, and ensuring adherence to coding standards.
- Troubleshooting and debugging software issues, and proposing innovative solutions.
- Keeping up-to-date with industry trends and technologies to continuously improve software development practices.

### **Requirements:**

To succeed in this role, we expect you to possess the following qualifications:

- Bachelor's or Master's degree in Computer Science, Software Engineering, or a related field.
- Strong programming skills in Programming Languages.
- Experience with relevant technologies, tools, or methodologies.
- Excellent problem-solving abilities and attention to detail.
- Effective communication and teamwork skills.

We kindly request that you carefully review the offer letter and provide your acceptance or any feedback within 2 days from the receipt of this email. To confirm your acceptance, kindly reply to this email with " I Accept".

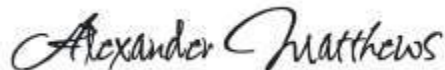
**Please note that this provisional offer is subject to successful completion of pre-employment background checks, reference checks, and any other requirements as determined by the company. So, you are requested to kindly initiate your document verification process and fill the WFH survey.**

If you have any questions or require further clarification, please do not hesitate to contact our HR department at [alex.hr@andersenitsolutions.com](mailto:alex.hr@andersenitsolutions.com). We are here to assist you throughout the process and address any queries you may have.

We are thrilled about the possibility of having you join our team. We believe that your skills and expertise will contribute to our ongoing success. We look forward to working together and achieving great things.

Congratulations once again on your provisional offer of employment!

Best regards,

A handwritten signature in black ink that reads "Alexander Matthews". The signature is written in a cursive style.

Alexander Matthews  
Head of Talent Acquisition  
Andersen IT Solutions LLC  
[Alex.hr@andersenitsolutions.com](mailto:Alex.hr@andersenitsolutions.com)



## PRAGYATMIKA

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Email :helpdesk@pragyatmika.co.in  
Web : www.pragyatmika.co.in  
UAN No. : UP29D0026525

[02<sup>nd</sup>, December, 2024]

[SOHAIL AHMED]

[HYDERABAD], [TELANGANA] [500001]

**Subject: Appointment for post of FIELD APPLICATIONS ENGINEER (Jr.) in PRAGYATMIKA**

Dear Mr. SOHAIL AHMED,

We are pleased to offer you, the position of FIELD APPLICATIONS ENGINEER (JR.) with PRAGYATMIKA (the 'Company') on provisional basis on the following terms and conditions

### 1. Commencement of employment/ Internship

Your EMPLOYMENT is effective from, 02<sup>nd</sup>, December, 2024

### 2. Job title / Internship Title

Your job title will be FIELD APPLICATIONS ENGINEER (JR.) in Division of EMBEDDED SYSTEMS & IoT, and you will report to Mr. AMIT KUMAR CHOUDHARY, HEAD, TECHNOLOGY & TRAINING.

### 3. JOB LENGTH

Your Job appointment is provisional for a 12 Months of Period since the effective date of employment. Subject to performance the revision will be considered after the completion of said period.

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Web : www.pragyatmika.co.in  
UAN No. : UP29D0026525

#### 4. Salary/ Stipend

Your salary and other benefits will be as set out in Schedule 1, hereto.

#### 5. Place of posting

You will be posted at CoE-IIoT, HYDERABAD, TELANGANA. You may however be required to work at any place of business which the Company has, or may later acquire.

#### 6. Hours of Work

The normal working days are MONDAY through SATURDAY. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from 09:00 AM IST to 06:00 PM IST and you are expected to work not less than [50] hours each week, and if necessary for additional hours depending on your responsibilities. The Duty hours and working days are subject to change based on the requirements.

#### 7. Leave/Holidays

7.1 You are entitled to casual leave of 12 days in a section of 12 MONTHS MAXIMUM 1 Each Month during PROVISIONAL EMPLOYMENT Period.

7.2 You are entitled to 6 working days of paid sick leave during PROVISIONAL EMPLOYMENT Period. The Proof of Medical treatment needs to be submitted.

7.3 The Company shall notify a list of declared holidays in the beginning of each year and you will be notified for same through Company HRMS.

#### 8. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to

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perform, from time to time. Your specific duties are set out in Schedule II hereto.

### 9. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

### 10. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

### 11. Termination

11.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than [60] days prior notice in writing or salary/Stipend in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

11.2 You may terminate your employment with the Company, without any cause, by giving no less than [60] Days prior notice or salary/stipend for unserved period, left after adjustment of pending leaves, as on date.

11.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

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## PRAGYATMIKA

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Web : www.pragyatmika.co.in  
UAN No. : UP29DD026525

11.4 On the termination of your employment for whatever reason, you will return to the Company all property, documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

11.5 In case of failure to serve the notice period of 60 Days, you will have to compensate company with a total of minimum amount of 2 months of your salary.

### 12. Confidential Information

12.1 During your employment with the Company you will devote your whole time, attention, and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

12.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents, and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's

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*S. S. S. S.*  
S. S. S. S.



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**Email :**helpdesk@pragyatmika.co.in  
**Web :** www.pragyatmika.co.in  
**UAN No. :** UP29D0026525

products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

12.3 At no time, will you remove any Confidential Information from the office without permission.

12.4 Your duty to safeguard and not disclose Confidential Information will survive till [ 3 Years] the expiration or termination of this Agreement and/or your employment with the Company.

12.5 You will not represent the views of company in Public until and unless you are not been authorized to do so by the concerned authority.

12.6 You will not write, speak, present anything in any form of public media / communication platform which will harm the reput of company.

12.7 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

12.8 You will not join any organization which is in competition to PRAGYATMIKA in the trade / business for a period of [3] years from the date of termination of your employment agreement or termination of your job from the company.

12.9 You will not join any customer/ client of company, vendor of company, partner of company or organizations which are in business deal with company for a period of [3] years from the date of termination of your employment agreement or termination of your job from the company.

### 13. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

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*[Signature]*  
3/12/2



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#### 14. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

#### 15. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of ALLAHABAD HIGH COURT, UTTAR PRADESH only.

#### 16. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

RUPAM JHA

Chief Executive Officer

02-12-2024



[ACCEPTED]

SOHAIL AHMED  
FIELD APPLICATIONS ENGINEER (JR.)  
PRAGYATMIKA

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### Schedule I - Compensation Details

#### Salary Structure

Basic Salary	Rs. 8400/-
House rent allowance	Rs. 3360/-
City Allowance	Rs. 960/-
Medical allowance	Rs. 1000/-
Travel Allowance	Rs. 1000/-
Mobile Phone / Internet	Rs. 600/-
Weekly Performance incentive	Rs. 4800/- (4 *Rs. 1200)
<b>ANNUAL BONUS / INCENTIVE (CTC Components):</b>	
Annual Performance Bonus (Paid Once in a Year)	Upto Rs. 24000/-
Annual Attendance Bonus (Paid Once in a Year)	Upto Rs. 12000/-
Annual Festival Bonus (Paid Twice in a Year)	Upto Rs. 6000/-
Annual Insurance Premiums	Rs. 25000/-
<b>MANDATORY CONTRIBUTIONS and DEDUCTIONS</b>	
PF Contribution	0
ESI Contribution	0
Stock Option	0

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*[Handwritten Signature]*  
3/12/24



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Car	0
TDS Deduction	Applicable Rate
Health Insurance Premium Deduction	Rs. 700

**Note:** You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.

The Annual bonuses are applicable after successful completion of first 6 months of employment period.

The calculation of basic salary will be considered on min. 50 hours works completion on weekly basis.

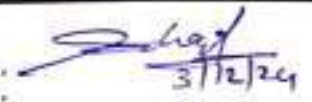
The incentives and compensations will be calculated on the basic salary.

### Schedule II - Employee Duties & Responsibilities

#### Duties & Responsibilities:

1. To work on the projects assigned related to the Embedded Systems, IoT Applications, Embedded Systems, Microcontrollers, Electronics, Robotics technologies by the supervisor.
2. To conduct the interaction sessions and training sessions for the customers of company Online /Offline on subjects related to the technology domain of work.
3. To assist in Hands ON and Practical session.
4. To mentor and guide on Projects Preparation, documentation, and evaluations for CoE and Training Operation.

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3/12/24



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5. To conduct Webinars, Seminars, Workshops on the related subjects.
6. To prepare content, schedules, recordings etc. on the related subject.
7. As assigned by Supervisor / Reporting Authority time to time through Official Communication Channel for the mutual growth of Company and Employee.
8. Assist in planning, promotion, evaluation, auditing of the programs in related subjects.
9. Preparation of reports and stats as assigned by reporting authority time to time for process of operations.



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*Signature*  
3/12/24



# RS Engineering Solutions

Reg. No.1366/2012

H.No. 8-3-772, Yellareddy Guda, Post Srinagar Colony, Hyderabad 500073,

Mail Id: [rsenggsolutions2012@gmail.com](mailto:rsenggsolutions2012@gmail.com), Mobile: +91 9885671896, 8977778655.

We Make It Happen

## OFFER LETTER

**Date:** 06-04-2024

Dear Burgula Bharath Babu,

We are delighted to officially appoint you to the position of “Technical Assistant” in our organization at **RS Engineering Solutions**, Hyderabad-73. We were impressed with your qualifications and interview performance, and we believe you will excel in this role. As discussed in the panel meeting we are glad to provide you this offer. Kindly acknowledge this offer with reply to the email.

### APPOINTMENT DETAILS:

**Job Title:** Technical Assistant at RS Engineering Solutions for **GEMC-511687712705535**

**Department:** Service

**Reporting to:** C. Ravi kishore (R&D and Management Head).

**Joining of Date:** 8<sup>th</sup> April 2024.

**Compensation:** 2,00,400.00 per annum ESI + PF(After the One Month of completion of training period).

Please report to the RS Engineering Solutions, Hyderabad. On 8<sup>th</sup> April 2024 at client location AMG- DMRL, Hyderabad. This appointment is subject to the terms and conditions outlined in the company’s policies, a copy of which will be provided to you for your reference. We eagerly anticipate your contributions and growth within our organization.

\*\* As mentioned earlier your PF account will be generated after your 1 month of training period.

\*\* One month of prior notice has to be informed by hard copy from the employee before resignation date or one month of the salary has to be surrendered at the time of spot resignation.

Sincerely,  
C Ravi kishore,  
R&D and Management Head  
[ravikishore090@gmail.com](mailto:ravikishore090@gmail.com)





DOC: -SA/TA/Hyd/2024/6457

Date: -6/6/2024

Dear Andhrapu Koushik

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided Appointment letter.

Your training location will be **Hyderabad**. However, the deployments location will be based on client's requirements. The working hours define on specific project's needs, which may include working in different shifts on client's requirements. From time to time, you may be required to travel different locations within India or overseas as well.

On the first day of training, you need to bring self-attested photocopy and original documents of following documents for verifications and records.

1. Birth Certificates.
2. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>,12<sup>th</sup> and Graduation along with marksheet.
3. ID Proof (Voter ID/ Passport)
4. Address Proof (Aadhaar Card Mandatory)
5. Pan card
6. 3 Passport size photographs.

On successful appointment you will be paid **Rs 18, 500/- (Eighteen Thousand Five Hundred only)** per month as stipend amount and working as **Trainee Analyst**. You will always have opportunity to absorbed by the client and grow to a senior position from future career perspective.

The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.  
**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6458

Date: -6/6/2024

Dear Bogi Pavani

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with Savantis India.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

Please note you should not have any Active Backlogs during the time of training.

Also note that your final appointment will be subject to successful completion of the training and final assessment by end client. On selection by the end client you will be provided

Appointment letter.

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The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

DOC: -SA/TA/Hyd/2024/6456

Date: -6/6/2024

Dear Mohd Bilal Haseeb

**Subject: -Conditional LOI**

This Conditional LOI is in the reference of the interviews that you had with us; we are happy to offer you the position of **Trainee Analyst** with **Savantis India**.

Your place of training will be at **Hyderabad**. During the training period you are neither paid nor charged anything.

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6. 3 Passport size photographs.

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The training will commence based on successful completion of your bachelor's degree and submission on required documents.

Your final assessment dates from the client will inform you during the training period.

**Welcome to Savantis India Family.**

Sincerely,

Digitally signed  
by MANISH  
Modi Date:  
2024.06.06

**Manish Modi**  
**Manager Recruitment**

**Ms. Himaswini Chikkulla**  
16-274, Dwarakamai Colony,  
RN Reddy Nagar, Meerpet.

Date: May 30, 2024

## Offer Letter

Dear **Ms. Himaswini Chikkulla**,

This has a reference to your interaction with us on **May 08, 2024**. It is our pleasure to offer you employment with **CSS India Center Pvt. Ltd. (CSSI)** in the position of **Software Trainee** commencing on **August 01, 2024**. Your position will carry a Cost to the Company of salary/compensation of **Rs. 4,20,000 (Rupees Four Lakhs and twenty thousand only)** per annum, subject to deduction for taxes and other withholdings required by law or company policies.

This offer is contingent upon successful completion of your graduation with 60% of aggregate without any backlogs on or before your Date of Joining. You must report with valid proof of education completion by your DOJ. Also, the Company reserves the right to cancel this offer at any time, for any reason, without prior notice.

The benefit offerings and employee contribution to payment for benefit plans are subject to change at the company's discretion.

Please sign below and return copy of the letter as an acknowledgement within 24 hours of receiving the letter, after that, this letter stands null and void. This offer of employment is conditioned upon satisfactory background and professional reference checks, and you're acknowledging and signing this offer letter.

You are required to work from office during the probation period.

On your joining day, we will require you to submit the various document for our records as mentioned in the list enclosed.

- (a) Copy of Degree / PG / Diploma Certificates (whichever applicable)
- (b) Copy of Mark Sheets
- (c) Copy of SSLC / ICSE / Birth Certificate as proof of your age
- (d) Copy of Experience Certificate(s) from previous Employer(s)
- (e) Original Relieving and Experience Letter from previous employer
- (f) Bank statement of your salary account (for last three months)
- (g) Last 3 months' pay-slips or salary certificates.
- (h) Form 16 or Taxable Income Statement duly certified by previous employer (statement showing deductions & taxable income with break-up)
- (i) Copy of your recent passport size photographs (White Background)
- (j) Passport copy, if available
- (k) Technical Certification document copy (If any)
- (l) ID, Address proof copies

**Note:** Please bring all educational certificates and marks sheets in original for verification.

**We welcome you to the CSSI family and look forward to a long and mutually beneficial association.**

**I hereby declare that I have read the above and willfully agree to submit the above-mentioned documents on the day of joining the company.**

For CSS India Center Pvt. Ltd.



**Mr. Yeswanth Gadepalli**  
Director - Operations

I have read, understood and accepted the terms & conditions set forth above:

**Ms. Himaswini Chikkulla**  
Date: May 30, 2024

## ANNEXURE 1

<b>NAME</b>	Himaswini Chikkulla	
<b>DESIGNATION</b>	Software Trainee	
<b>LOCATION</b>	Hyderabad	
<b>Components</b>	<b>Monthly</b>	<b>Annual</b>
Basic Pay	11,756	1,41,074.85
House Rent Allowance	6,718	80,614.20
Food Allowance	5,038	60,460.65
Medical Allowance	3,359	40,307.10
Conveyance Allowance	3,359	40,307.10
Other Allowance	3,359	40,307.10
Employer Provident Fund	1,411	16,928.98
Professional Development Reimbursement	-	2,500.00
<b>CTC (A)</b>		<b>4,20,000.00</b>
<b>Annual Components</b>		
Health Insurance	-	6984.00
Personal Accidental Insurance	-	400.00
<b>Total Annual Components (B)</b>	-	<b>7,384.00</b>
<b>Annual Pay Package (A+B)</b>	-	<b>4,27,384 .00</b>

- All the above changes are subject to the Company policy.
- Tax deduction is as applicable.
- The other terms and conditions of your service continue to remain unchanged. Please note that the details in this communication are confidential and you are requested not to share the same with others.
- Please return the signed duplicate copy of the letter as an acknowledgement.

We take this opportunity to congratulate you.

For CSS India Center Pvt. Ltd.



**Mr. Yeswanth Gadepalli**  
Director - Operations

I have read, understood and accepted the terms & conditions set forth above:

**Ms. Himaswini Chikkulla**  
Date: May 30, 2024