

B. Babu

DOC: - SA/TA/Hyd/2023/1525

Date: -18/01/2022

Dear AASA POOJA

**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.

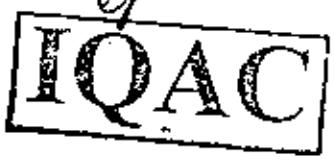
The training will commence on 01 August 2023 Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
Modi Date  
2023.02.14

**Manish Modi**  
Manager Recruitment



**OFFER LETTER**

Dear  
AJAY KUMAR GARAPATI  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



104

**Offer: Computer Consultancy**  
**Ref: TCSLDT20222882102/Hyderabad**  
**Date: 24/11/2022**

Mr. Akula Lakshmi Narayana  
7-432-22, Ankamma naidu Street, Narasaraopet  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel#

Dear Akula Lakshmi Narayana,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

TCS Confidential  
TCSLDT20222882102

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Block 1, Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1600 209 3111 Email: careers@tcs.com





GROSS SALARY SHEET

Annexure 1

Name	Akula Lakshmi Narayana
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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NARASARAOPETA

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TCSL/DT/202228B2102

**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

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

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

**IQAC**

DOC: - SA/TA/Hyd/2023/1501

Date: -14/02/2023

Dear ANAPARTHI GANGAIAH

**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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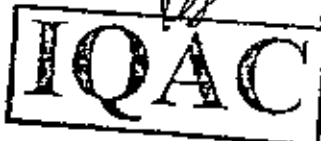
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Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2023.02.14

Manish Modi  
Manager Recruitment



DOC - SA/TA/Hyd/2023/1540

Date: -14/02/2023

Dear ANNAM SRI DEVI VARA PRASAD

**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:  
2023.02.14

Manish Modi  
Manager Recruitment



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

2174101 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Bandaru Kiran Raju,

This refers to the campus interview that you had attended.

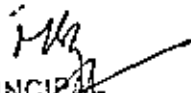
We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



  
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NARASARAO PETA - 522 601  
Guntur (Dist.) A.P.

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total. ....(A)</b>	<b>312206</b>
<b>Additional Benefits. ....(B):</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly instalments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -</b>	
<b>i) Gratuity : As per Payment of Gratuity Act</b>	
<b>ii) Insurance</b>	
<b>a) Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*M. K. J.*  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.**



DOC: - SA/TA/Hyd/2023/1510

Date: -14/02/2023

Dear BANDARU SRINIVASARAO

**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  
MGDI Date:  
2023.02.14

Manish Modi  
Manager Recruitment





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

110

Date: 12-04-2023

EMP Id: 202301117

## FIXED TERM EMPLOYMENT CONTRACT

Dear BOLLU PRASANTH BABU,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting


You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work


The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

- You are entitled to Sick Leave working days of paid sick leave.

Address:  roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecll A roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

1. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

B. Poochamma  
Signature of the Employee

Address: Edl's roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1549

Date: -14/02/2023

Dear CHATTU PUJITHA

**Subject: -Conditional LOI**

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Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2023.02.14

Manish Modi  
Manager Recruitment



112

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882103/Hyderabad**  
**Date: 24/11/2022**

Mr. Cherukuri Prem Kumar  
17-144-22, Obul Reddy Nagar,  
Guntur-522003,  
Andhra Pradesh,  
Tel#

Dear Cherukuri Prem Kumar,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **'3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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TCSL/DT20222882103

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

No. 1 Software Centre, 5th Floor, Hyderabad 500 081 India



PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 001  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Cherukuri Prem Kumar
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

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defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

TCS Confidential

TCSL/DT2022282103

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA,  
 Guntur Dist.

19-114

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174102 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Dasari Mahesh,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

  
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Guntur (Dist), A.P.

Page 1 of 1





**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total.... (A)</b>	<b>312208</b>
<b>Additional Benefits... (B) :</b>	<b>12784</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAL)	7387
<b>Total Cost to Company (Per Annum)----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly instalments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
i) Gratuity : As per Payment of Gratuity Act	
ii) Insurance	
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) Group Personal Accident Insurance (GPAL) coverage: You would be enrolled under the Company's GPAL scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	



*Hkg*  
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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202301107

## FIXED TERM EMPLOYMENT CONTRACT

Dear DRONADULA MAHENDRA REDDY ,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Etil roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## B. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

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# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager



*D. Mahendra Reddy*  
Signature of the Employee

Address: Ecil x roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M. K. Praveen*  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1517

Date: -14/02/2023

Dear DUPATI NARASIMHA RAO

**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 on 01 August 2023 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:  
2023.02.14

**Manish Modi**  
Manager Recruitment

1/18



# Aparna Constructions And Estates Pvt. Ltd.

CIN : U70109TG1996PTC025330



02 June 2023

To  
Mr Gelli Lakshmi Sai Sumanth,  
14-1-14, Mallamma Center,  
Over Bridge Entrance,  
Narasaraopeta, Guntur,  
Andhra Pradesh.

Dear Mr Sai Sumanth,

Thank you for evincing interest in getting associated with Aparna group. Consequent to our discussions, we invite you to join the Aparna family in the position of "Graduate Engineer Trainee". Your compensation will be as per the agreed terms and conditions during our discussions.

We expect you to join us on or before 7<sup>th</sup> June 2023. A formal appointment letter detailing the breakup of your Salary and other terms and conditions will be issued on the day of your joining.

We look forward to a mutually beneficial professional association.


Thanking you,

Very truly yours,

For Aparna Constructions and Estates Private Limited.,

  
C. Rakesh Reddy  
Director



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

119

Date: 12-04-2023

EMP Id: 202301125

## FIXED TERM EMPLOYMENT CONTRACT

Dear GONUGUNTLA KUMAR ,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

1. Commencement of employment  
Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

a. You are entitled to Sick Leave working days of paid sick leave.

Address: Emlur roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential information

11.1 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.

Address: Eil 'X' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
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Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

1. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 12. 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 Record.

### 13. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,




Divya  
Hr-Manager



Signature of the Employee

Address: Ecil roads, Hyderabad-500062, Website: www.suryatechsolutions.in



NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

## OFFER LETTER

Dear  
GUNTURU SAI PRAGNA  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

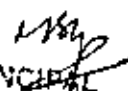
- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any;
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory



  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19-123

# TECH mahindra

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3083 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174103 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Jetti Indira,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

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Guntur (Dist.), A.P.

Page 1 of 4  
**IQAC**

**Annexure - B**

Total Cost to Company (TCC) (Per Annum)		325000
Components of Total Cost to Company		INR. (Per Annum)
Basic (@40% of Total Fixed Pay)		112394
HRA (@70% of Basic Pay)		78678
Bonus/Statutory Bonus		48000
Employer's contribution to Provident Fund (@12% of Basic Pay)		13487
Flexible Components of TFP <sup>A</sup>		28428
Total Fixed Pay (Per Annum)		280985
Total Variable Pay (TVP) (Per Annum) (*)		31221
Total ....(A)		312206
Additional Benefits. ...(B)		12794
Gratuity		5407
Insurance Premiums (towards GTLI, GMIP and GPAI)		7387
Total Cost to Company (Per Annum) -----(A) + (B)		325000
<sup>A</sup> Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.		
LTA		12,000
Meal Card (Max INR. 2200 per month)		26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.		
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year		
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -		
<b>i) Gratuity :</b> As per Payment of Gratuity Act		
<b>ii) Insurance</b>		
<b>a) Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate		
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.		
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 6 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.		

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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

124

DOC: - SA/TA/Hyd/2023/1557

Date: -14/02/2023

Dear KAKANI ROSAIAH

**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 on 01 August 2023 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:  
2023.02.14

Manish Modi  
Manager Recruitment



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882104/Hyderabad**  
**Date: 24/11/2022**

Mr. Kallam Gowtham Reddy  
24-309, 4<sup>th</sup> Lane, Lakshmi Puram,  
Guntur-522007,  
Andhra Pradesh,  
Tel#

Dear Kallam Gowtham Reddy,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20222882104

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Hyderabad 500081



1  
*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 201  
Guntur (Dist.) A.P.



GROSS SALARY SHEET

Annexure 1

Name	Kallam Gowtham Reddy
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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TCSL/DT20222882104

14

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Hyderabad 500 041 India

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601

Guntur (Dist.), A.P.

**IQAC**

126

## OFFER LETTER

Date:04-05-2023

Dear  
KAMBOTHU VENUGOPAL  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505



**Authorized Signatory**

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

128

Date: 12-04-2023

EMP Id: 202301138

## FIXED TERM EMPLOYMENT CONTRACT

Dear KODAVATI SIVA PRASAD,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

a. You are entitled to Sick Leave working days of paid sick leave.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M.B.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*k. siva prasad*

Signature of the Employee

Address: Ecil roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## OFFER LETTER

Dear  
**KOTA NANDINI**  
College: Narasarnopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address :

Tata Strive, Tata Motors,  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505



Authorized Signatory

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 604,  
Guntur (Dist.), A.P.

DOC- SA/TA/Hyd/2023/1532

Date: -18/01/2022

Dear KOTAPATI SIVA

**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 on 01 August 2023 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:  
2023.02.14

Manish Modi  
Manager Recruitment





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

133

Date: 12-04-2023

EMP Id: 202301149

## FIXED TERM EMPLOYMENT CONTRACT

Dear KRISHTAM VENKATESH,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

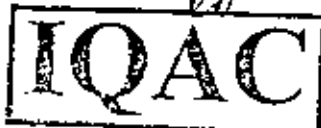
### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

- You are entitled to Sick Leave working days of paid sick leave.

Address: Hill 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M. V. S.*  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAPETA - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Eclux roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPET - 522 601.,  
Guntur (Dist) A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE RECRUITMENT SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*K. Venkatesh*  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.





134

**OFFER LETTER**

Date:04-05-2023

Dear  
KUMBHA SIVARAMAKRISHNA  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.


Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882105/Hyderabad**  
**Date: 24/11/2022**

Mr. Munipalli Ravi Kumar  
11-320/40, Shivudu Bomma Street,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel#

Dear Munipalli Ravi Kumar,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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TCSLDT20222882105

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Annexure No.1 Software Engineer Trainee Marhama, Hyderabad 500 001



1  
*M. Ravi Kumar*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Munipalli Ravi Kumar
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,38,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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TCSLDT20222882105

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

*[Signature]*

*[Signature]*



NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 5, 501  
Guntur (Dist.), A.P.

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174104 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Nagam Akhil Krishna,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

*M.S.*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist. T. A.P)



**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13467
Flexible Components of TFP ^	26428
<b>Total Fixed Pay (Per Annum)</b>	<b>260985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total....(A)</b>	<b>312206</b>
<b>Additional Benefits...(B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum)----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
i) Gratuity : As per Payment of Gratuity Act	
ii) Insurance	
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto INR 6 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*Hby*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 661  
Guntur (Dist.), A.P.



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882106/Hyderabad**  
**Date: 24/11/2022**

Mr. Pasupuleti Govardhan  
32-44/28, Municipal Complex Street,  
Chilakaluripet-522616,  
Guntur District,  
Andhra Pradesh.  
Tel#

Dear Pasupuleti Govardhan,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20222882106

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Marked No 1 Software Units Avenue, Madhavaram, Hyderabad 500 081 India



1  
*M. Jayaram*  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Pasupuleti Govardhan
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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TCSL/DT20222882/06

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

17th Floor, No. 1 Software Units, August Krushinagar, Hyderabad 500 081 India

*[Signature]*  
14



2174105 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear P V Naga Narasimharao,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of **3 (Three) months** from the date of joining.
- δ You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to Annexure - B for breakup of your Intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, (Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least **2 years** from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

*Mha*  
PRINCIPAL

NARASARAOPET ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
Flexible Components of TFP ^	28428
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total.....(A)</b>	<b>312206</b>
<b>Additional Benefits...(B) :</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly instalments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year.	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
<b>i) Gratuity :</b> As per Payment of Gratuity Act	
<b>ii) Insurance</b>	
<b>a) Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 6 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*M/S*  
**PRINCIPAL**

**NARASARAPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 607**  
**Guntur (Dist.), A.P.**



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

147

Date: 12-04-2023

EMP Id: 202301156

## FIXED TERM EMPLOYMENT CONTRACT

Dear PRIYANKA MARRIBOYINA,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

- a. You are entitled to Sick Leave working days of paid sick leave.

Address: Hdl 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*MW*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

**LEADING VENDOR TO TELECOM SECTORS**

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.


b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecil x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE COM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

*M. Divyanka*  
Signature of the Employee

Address: Ecil X Roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202301205

## FIXED TERM EMPLOYMENT CONTRACT

Dear FULLA SIVA GOPI,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 527 601

(Narasaraopeta (Dist.), A.P.)

**IQAC**



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Bell X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
G. N. DIST., A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

Address: Tril 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



*P. SIVA GOPI*  
Signature of the Employee

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

## OFFER LETTER

Date:04-05-2023

Dear  
**RAJA PAVANKUMAR**  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505



**Authorized Signatory**

PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.**



2174106 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Shalk Arifulla,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



**PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PET - 522 601  
Guntur (Dist.), A.P.**

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total ....(A)</b>	<b>312206</b>
<b>Additional Benefits...(B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum)----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -</b>	
<b>i) Gratuity : As per Payment of Gratuity Act</b>	
<b>ii) Insurance</b>	
<b>a) Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

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# Aparna Constructions And Estates Pvt. Ltd.

CIN : U70109TG1996PTC025330



02 June 2023

To  
Mr Shaik Imran,  
S/o: SK.Sifar Saheb,  
Kamepalli Village,  
Piduguralla Mandal,  
Guntur.

Dear Mr Imran,

Thank you for evincing interest in getting associated with Aparna group. Consequent to our discussions, we invite you to join the Aparna family in the position of "Graduate Engineer Trainee". Your compensation will be as per the agreed terms and conditions during our discussions.

We expect you to join us on or before 7<sup>th</sup> June 2023. A formal appointment letter detailing the breakup of your Salary and other terms and conditions will be issued on the day of your joining.

We look forward to a mutually beneficial professional association.


Thanking you,

Very truly yours, !

For Aparna Constructions and Estates Private Limited.,

  
C. Rakesh Reddy  
Director



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

# 802, Astral Heights, D.No. 6-3-352/2&3, Rd. # 1, Banjara Hills, Hyderabad - 500 034, Telangana, India.  
Ph: +91-40-2335 2708 Fax: +91-40-2335 2710

E-mail: info@aparnaconstructions.com Url: www.aparnaconstructions.com

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DOC: - SA/TA/Hyd/2023/1560

Date: -14/02/2023

Dear SHAIK JABBER

**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 on 01 August 2023 Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

*Manish Modi*  
Digitally signed  
by MANISH  
MODI Date:  
2023.02.14

**Manish Modi**  
Manager Recruitment

*Manish Modi*  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**IQAC**



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202301200

## FIXED TERM EMPLOYMENT CONTRACT

Dear SHAIK PEDDA BAJI ,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

- a. You are entitled to Sick Leave working days of paid sick leave.



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

**LEADING VENDOR TO TELECOM SECTORS**

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecil's roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager



*[Signature]*  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



157

**OFFER LETTER**

Dear  
TEEGALA KISHORE BABU  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505



  
Authorized Signatory

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 661  
Guntur (Dist.), A.P.



158

DOC: - SA/TA/Hyd/2023/1600

Date: -14/02/2023

Dear YESUPOGU ABHISHEK

**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 on **01 August 2023** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
NODI Date:  
2023.02.14

**Manish Modi**  
Manager Recruitment

Plot No. B-8, Second Floor, Sector 2, Noida, Uttar Pradesh - 201301, Ph: 0120-4503209, GSTIN: 09AAECV8500H1Z4  
Registered Office: Plot No. 56/8, 3rd Floor Power Mach IT Park, Opp. Hilar Road, Jubilee Enclave, Madhapur, Hyderabad - 500 081.  
CIN: U72200TG2014PTC195549, Email: info@savantis.com, Website: www.savantis.com  
GSTIN: 09AAECV8500H1Z4 PAN: AAECV8500H



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882107/Hyderabad**  
**Date: 24/11/2022**

Mr. Thirumalasetty Chandra Naga Akhil  
 42-22-21/4, Sal Reddy Nagar,  
 Chirala-523157,  
 Andhra Pradesh.  
 Tel#

Dear Thirumalasetty Chandra Naga Akhil,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **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 (detailed under Terms &

TCS Confidential  
 TCSL/DT20222882107

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Software Limited, 200008, Madhapur, Hyderabad 500 080



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**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.





2102

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. DOSAKAYALAPATI BHARGAVA SAI

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd, we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd, and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of Identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.


You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd, reserves all rights subjected to your job

Authorized signatory,

  
17.02.23  
Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107  
Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

**IQAC**

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601.



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

## Annexure

Your stipend would be Rs.10,000 (ten thousands only) during the probation/training period with their confirmation after a 360 degree appraisal the salary shall be fixed based on their performance. If the human resources are not acceptable in your position and department so you are instructed to be double the efforts in your duties and work, failing which your salary would be deducted as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, wherever and whenever it is necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting officer, by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107  
 Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [Info.Lsittpt@gmail.com](mailto:Info.Lsittpt@gmail.com), [Info.lsit.rgn@gmail.com](mailto:Info.lsit.rgn@gmail.com)





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

2103

Date: 12-04-2023

EMP Id: 202301208

## FIXED TERM EMPLOYMENT CONTRACT

Dear SHAIK NAGUR JANI ,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting


You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

a. You are entitled to Sick Leave working days of paid sick leave.

Address:  roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.) A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.


## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.


b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address:  'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
G. ... (D-41), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. If you must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*Shri Nagendra Kumar*  
Signature of the Employee

Address: Ecil 'X' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



L105

DOC: - SA/TA/Hyd/2023/1619

Date: -14/02/2023

Dear NALAMALA CHAKRAVARTHI

**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 on 01 August 2023 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  
2023.02.14

Manish Modi  
Manager Recruitment

Plot No. B8, Second Floor, Sector 2, Noida, Uttar Pradesh - 201301, Ph: 0120-4503200, GSTIN: 09AAECV8900H124  
Registered Office: Plot No. 58/8, 3rd Floor, Power Mech IT Park, Opp. Hilar Road, Jubilee Enclave, Madhapur, Hyderabad - 500081  
CIN: U72200TG2014PTC035549, E-mail: info@savantis.com, Website: www.savantis.com  
GSTIN: 36AAECV8900H122, PAN: AAECV8900H



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



L106

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. KANCHARAGUNTA KRISHNA DEEP

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd., and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.


You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd. reserves all rights subjected to your job.

Authorized signatory,

  
Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107  
Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

**IQAC**

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)

NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Annexure

Your stipend would be RS.10,000 (ten thousands only) during their probation / training period. With their confirmation after a 360 degree appraisal the salary shall be fixed based on their performance.

Human errors are not acceptable in your position and department so you are instructed to be double cautious in your duties and work, failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You may be transferred to any part of the country, where ever and when ever its necessary.

Food shall not be provided during probation / training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm. You are expected to report to your reporting officer by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer, you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerukundram, Chennai - 600107  
 E-Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [Info.lsitpt@gmail.com](mailto:Info.lsitpt@gmail.com), [Info.lsit.rgn@gmail.com](mailto:Info.lsit.rgn@gmail.com)

**PRINCIPAL**  
**OPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

L108

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202301218

## FIXED TERM EMPLOYMENT CONTRACT

Dear KONATHAM KOTESWARA RAO,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

a. You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



*M. V. S.*

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Red X roads, Hyderabad-500062, Website: www.suryatechsolutions.com



M. B. J.  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

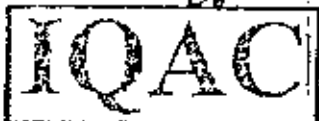
Yours Sincerely,



Divya  
Hr-Manager

*K. Koteshwar Reddy*  
Signature of the Employee

Address: Ecil roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



L109

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Dear Mr. GUNDRANIL KUMAR

Date: 17.02.2023

### Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd., and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.

You are expected to come to our office on 10.05.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd., reserves all rights subjected to your job.

Authorized signatory,

Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107  
E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsitpt@gmail.com](mailto:info.lsitpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601

L111

**OFFER LETTER**

Dear  
KOTA HIMA BINDU  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address :  
Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505



  
Authorized Signatory

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.





L112

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. KOTARI YEDUKONDALU

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd. and also you will be under probation for 6 months from the date of joining. During probation period you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.


You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd. reserves all rights subjected to your job.

Authorized signatory,

  
17.02.23  
Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerukundram, Chennai - 600107  
E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

## Annexure

You stipend would be Rs.10,000 (Ten thousands only) during the probation/training period. With their confirmation after a 360 degree appraisal the salary shall be fixed based on their performance.

The human errors are not acceptable in your position and department so you are instructed to be double cautious in your duties and work, failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, where ever and when ever its necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting officer, by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer, you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107

E Mail: [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com), [info.lsitpt@gmail.com](mailto:info.lsitpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 604.

2174108 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Kothala Vandana,

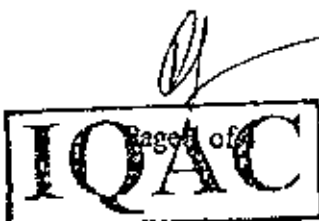
This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of 3 (Three) months from the date of joining.
- δ You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your Intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



*Mkg*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28426</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total.....(A)</b>	<b>312206</b>
<b>Additional Benefits... (B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum)----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -</b>	
<b>i) Gratuity : As per Payment of Gratuity Act</b>	
<b>ii) Insurance</b>	
<b>a) Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1650

Date: -14/02/2023

Dear BAJI PERECHERLA

**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 on 01 August 2023 Your final assessment dates from the client will inform you during the training period.

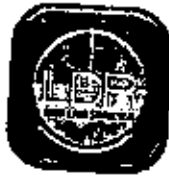
Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2023.02.14

Manish Modi  
Manager Recruitment





L-116

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Dear Mr. MARAM NAGARIJUNA REDDY

Date: 17.02.2023

Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd., and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.

You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd. reserves all rights subjected to your job.

Authorized signatory,

Chief Executive Officer & Director

Corporate Office: #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107  
E Mail: [it.rgn@gmail.com](mailto:it.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
G. No. 125/1 5/2



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Annexure

Your stipend would be Rs.10,000 (ten thousands only) during the probation/training period. With their confirmation after a 60 degree appraisal the salary shall be fixed based on their performance.

The human errors are not acceptable in your position and department so you instructed to be double cautions in your duties and work failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, wherever and when ever its necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting officer by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer you are expected to return signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107

E-Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

L117

Date: 12-04-2023

EMP Id: 202301232

## FIXED TERM EMPLOYMENT CONTRACT

Dear SHAIK SAI,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601.

Guntur (Dist.), A.P.







# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

- a. You are entitled to Sick Leave working days of paid sick leave
- b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

- a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.
- b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: ECHS roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

Sh. Sr.  
Signature of the Employee

Address: ECIL roads, Hyderabad-500062, Website: www.suryatechsolutions.in



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



L119

**OFFER LETTER**

Dear  
NALLAPATI SASI KUMAR  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505



Authorized Signatory

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

L170

Date: 12-04-2023

EMP Id: 202301389

## FIXED TERM EMPLOYMENT CONTRACT

Dear PALNATI VENKATA NARENDRA,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

- a. You are entitled to Sick Leave working days of paid sick leave.

Address: Eclix roads, Hyderabad-500062, Website: www.suryatechsolutions.in



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

- a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.
- b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecl  roads, Hyderabad-500062, Website: www.suryatechsolutions.in 



NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000 (based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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

Yours Sincerely,



Divya  
Hr-Manager

*P.V. Baby*  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**OFFER LETTER**

L121

Dear  
PULUGU RAJ KUMAR REDDY  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. POPPUSANI NARSI REDDY

Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd, we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd, and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.

You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd, reserves all rights subjected to your job.

Authorized signatory,

  
Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerukundram, Chennai - 600107  
E Mail : [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com) PRINCIPAL

**IQAC**

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P





# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

## Annexure

Your stipend would be Rs. 10,000 (ten thousands only) during the probation/training period. With their confirmation after a 360 degree appraisal the salary shall be fixed based on their performance.

The all man errors are not acceptable in your position and department so you are instructed to be double cautious in your duties and work, failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, where ever and when ever its necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting office by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office: #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107

E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3083 6383  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174109 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Kokati Naga Yasaswini,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

Page 1 of 4



*Mkg*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
Flexible Components of TFP ^	28428
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total ....(A)</b>	<b>312206</b>
<b>Additional Benefits ... (B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
<b>i) Gratuity :</b> As per Payment of Gratuity Act	
<b>ii) Insurance</b>	
a) <b>Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) <b>Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) <b>Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*PKG*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET.- 522 601  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1699

Date: -14/02/2023

Dear VARIKUTI ROHITHSAIVENKAT

**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 on 01 August 2023 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:  
2023.02.14

**Manish Modi**  
Manager Recruitment

Plot No. B9, Second Floor, Sector 2, Noida, Uttar Pradesh - 201301, Ph: 0120-4503209, GSTIN: 09AAECV8900H124  
Registered Office: Plot No. 56/6, 3rd Floor Power Mech IT Park, Opp. Hilar Road, Jubilee Enclave, Madhapur, Hyderabad - 500081.  
CIN: U72200TG2014PTC095549, Email: info@savantis.com, Website: www.savantis.com  
GSTIN: 36AAECV8900H127, PAN: AAECV8900H

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

L126

Date: 12-04-2023

EMP ID: 202301329

## FIXED TERM EMPLOYMENT CONTRACT

Dear MERAJOTHU KIRANMAI,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

a. You are entitled to Sick Leave working days of paid sick leave.

Address: EPL X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecil 2 roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M.K.G.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

M. Kiranmi  
Signature of the Employee

Address: Ecil roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



21/2/23

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. NADENDLA BRAHMAIAH

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor – Engineering Department in LDR Survey Pvt Ltd, we are pleased to offer you a position as Asst. Surveyor – Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd, and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College.
2. Proof of academic Qualification.
3. Proof of age.
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs – Passport size – 4 copies.


You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd reserves all rights subjected to your job.

Authorized signatory,

  
17-02-23  
Chief Executive Officer & Director

Corporate Office: #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai – 600107  
E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

**IQAC**

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.





# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Annexure

Your stipend would be Rs. 10,000 (Ten thousands only) during the probation/training period. With their confirmation after a 360 degree appraisal the salary shall be fixed based on their performance. If the initial errors are not acceptable in your position and department, so you're instructed to be double cautious in your duties and work, failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, where ever and when ever its necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting officer by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer, you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107  
 E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [Info.lsittpt@gmail.com](mailto:Info.lsittpt@gmail.com), [Info.lsit.rgn@gmail.com](mailto:Info.lsit.rgn@gmail.com)



NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3083 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174110 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Kancharla Bhargav Ramudu,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of **3 (Three) months** from the date of joining.
- δ You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to Annexure - B for breakup of your Intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total ... (A)</b>	<b>312206</b>
<b>Additional Benefits ... (B) ^</b>	<b>12784</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -</b>	
I) Gratuity : As per Payment of Gratuity Act	
II) Insurance	
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**OFFER LETTER**

L131

Dear  
GUNJI TEJA KIRAN  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-06-2023

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.


Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

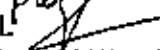
- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory

  
**IQAC**

PRINCIPAL   
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.). A.P.



L132

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. MAHAMKALI CHANDRA KRAN

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. you will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd., and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.

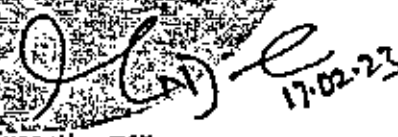
You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd., reserves all rights subjected to your Job.

Authorized signatory,

  
17.02.23  
Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 500207

E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Dist: A.P.

**IQAC**



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Annexure

Your stipend would be Rs-10,000 (Ten thousands only) during the probation/training period with their confirmation after a 360 degree appraisal the salary shall be fixed based on their performance.

The human errors are not acceptable in your position and department so you are instructed to be double cautious in your duties and work, failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, wherever and whenever it's necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting officer by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107

E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsitpt@gmail.com](mailto:info.lsitpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1629

Date: -14/02/2023

Dear KONDURU CHAITANYA

**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 on 01 August 2023 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:  
2023.02.14

Manish Modi  
Manager Recruitment

Flat No. B-5, Second Floor, Sector 2, Noida, Uttar Pradesh - 201301, Ph: 0120-4503209, GSTIN: 09AAECV8900H124  
Registered Office: Flat No. 56/9, 3rd Floor, Power Mach IT Park, Opp. Hites Road, Jubilee Enclave, Madhapur, Hyderabad - 500081  
CN: U72205TG2014FTC095549, Email: info@savantis.com, Website: www.savantis.com  
GSTIN: 36AAECV8900H127, PAN: AAECV8900H



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882108/Hyderabad**  
**Date: 24/11/2022**

Mr. G Silva Naga Manikanta  
 34-10-40/2, Railway Station Road,  
 Sattenapalli-522403,  
 Guntur District,  
 Andhra Pradesh.  
 Tel#

Dear G Silva Naga Manikanta,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of Assistant System Engineer-Trainee in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be '3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
 TCSL/DT20222882108

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Corporate Office: 100, Narayana Complex, 5th Floor, Market Street, Hyderabad 500 081 India



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 M/S  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.





GROSS SALARY SHEET

Annexure 1

Name	G Siva Naga Manikanta
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,800/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

TCS Confidential  
TCSL/DT20222882108

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

17th Floor, No. 3 Software Unit, 6th Main Road, Hyderabad 500 081 India



14

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



L136

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. ARAVA KASAJAH

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd, we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd, and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age.
4. Proof of Identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs - Passport size - 4 copies.

You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd, reserves all rights subjected to your job.

Authorized signatory,

17-02-23

Chief Executive Officer & Director

Corporate Office: #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107

Email: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

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NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601

Guntur (Dist.), A.P.





# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Annexure

Your stipend would be Rs 10,000 (ten thousands only) during the probation / training period with the confirmation after a 360 degree appraisal the salary shall be fixed based on their performance. The human errors are not acceptable in your position and department so you are instructed to be double cautions in your duties and work, failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well. You will be transferred to any part of the country wherever and when ever its necessary.

Food shall not be provided during probation / training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 12:30pm and 2:30pm to 6:00pm, you are expected to report to your reporting officer by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerukundram, Chennai - 600107

E-Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittp@gmail.com](mailto:info.lsittp@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

**IQAC**

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

L137

**OFFER LETTER**

Dear  
DAGGUMATI MANOHAR  
College: Narasaraopeta Engineering College  
Position: Auto Service Trainee

Date:04-05-2023

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

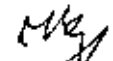
- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

Address :

Tata Strive, Tata Motors  
Jasper industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory

  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

440

Date: 12-04-2023

EMP Id: 202301349

## FIXED TERM EMPLOYMENT CONTRACT

Dear BOBBA SANDEEP KUMAR,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company- Norms.

**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 Record.

**14. 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.

**Compensation Details**

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*P. Sankar Kumar*  
Signature of the Employee



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

- a. You are entitled to Sick Leave working days of paid sick leave.  
The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecl/roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



L-41

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. KOLAKANI VENKATA THIRUPATHI RAO RAJU

Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor - Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor - Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

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Authorized signatory,

17/02-23

Chief Executive Officer & Director

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(AUTONOMOUS)  
NARASARAOPETA - 522 501,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1749

Date: -14/02/2023

L/142

Dear CHAKRAVARAM VINAY KUMAR BHARGAV

**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.
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6. 3 Passport size photographs.

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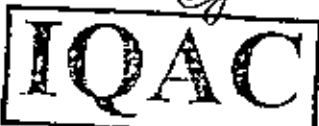
The training will commence on 01 August 2023 Your final assessment dates from the client will inform you during the training period.  
Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
MODI Date:  
2023.02.14

**Manish Modi**  
Manager Recruitment

Plot No. B-3 Second Floor, Sector 2, Noida, Uttar Pradesh - 201301, Ph: 0120-4503209, GSTIN: 09AAECV8900H1Z4  
Registered Office: Plot No. 58/8, 3rd Floor Power Mech IT Park, Opp. Hilar Road, Jubilee Enclave, Madhapur, Hyderabad - 500 081.  
EIN: U72200TG2014PTC085549, Email: info@savantis.com, Website: www.savantis.com  
GSTIN: 38AAECV8900H1Z7, PAN: AAECV8900H



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 523 601  
Guntur (Dist.), A.P.

2174111 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Posani Venkata Narayana,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000. ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



*MB*  
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NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 681  
Guntur (Dist.), A.P.

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total ....(A)</b>	<b>312206</b>
<b>Additional Benefits...(B) :</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly instalments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
<b>I) Gratuity :</b> As per Payment of Gratuity Act	
<b>II) Insurance</b>	
a) <b>Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) <b>Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) <b>Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*Hib*

**PRINCIPAL**

**NARASARAOPETA ENGINEERING COLLEGE**

**(AUTONOMOUS)**

**NARASARAOPET - 522 601**

**Guntur (Dist.), A.P.**

DOC: - SA/TA/Hyd/2023/1822

Date: -14/02/2023

Dear PRASANTH KAJA

L145

**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.

7. Birth Certificates.
8. Original and self attested copy of all Academic certificates starting from 10<sup>th</sup>, 12<sup>th</sup> and Graduation along with marksheet.
9. ID Proof (Voter ID/ Passport)
10. Address Proof (Aadhaar Card Mandatory)
11. Pan card
12. 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 on 01 August 2023 Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed  
by MANISH  
NODI Date:  
2023.02.14

Manish Modi  
Manager Recruitment

Plot No. B-8, Second Floor, Sector 2, Noida, Uttar Pradesh - 201301, Ph: 0120-4503209, GSTIN: 09AAECV8900H1Z4  
Registered Office: Plot No. 58/3, 3rd Floor, Power Mach IT Park, Opp. Hilar Road, Jubilee Enclave, Madhapur, Hyderabad - 500 081.  
CIN: U72200TG2014PTC095549, Email: info@savantis.com, Website: www.savantis.com  
GSTIN: 36AAECV8900H1Z7, PAN: AAECV8900H



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L147

# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

Date: 17.02.2023

Dear Mr. MUNAGA LAKSHMAIAH

## Sub: Offer of Employment

With reference to your application for the position of Asst. Surveyor – Engineering Department in LDR Survey Pvt Ltd., we are pleased to offer you a position as Asst. Surveyor – Engineering Department with LDR Survey Pvt Ltd. You will join us at our Chennai branch to be a part of the team.

This offer will be subject to the standard terms and conditions of Employment by LDR Survey Pvt Ltd., and also you will be under probation for 6 months from the date of joining. During probation period, you will get consolidated pay.

Please get all the following documents on the date of joining:-

1. Bonafide Certificate from College
2. Proof of academic Qualification.
3. Proof of age
4. Proof of Identity i.e., PAN card, driving license, Voter ID card or Passport.
5. Colour Photographs – Passport size – 4 copies.


You are expected to come to our office on 10.06.2023, at 09:30 am to complete all the joining formalities. The appointment letter will be issued after the date of joining.

We take great pleasure in welcoming you to our organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit. We hope you will find this offer acceptable and wait to welcome you to the Ladder Land Surveys, family.

Please go through the terms and conditions as applicable in the annexure.

LDR Survey Pvt Ltd. reserves all rights subjected to your job.

Authorized signatory,

  
17-02-23  
Chief Executive Officer & Director

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai – 600107

E/ Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittpt@gmail.com](mailto:info.lsittpt@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601



# LDR SURVEY PVT LTD

Web: [www.landsurveys.in](http://www.landsurveys.in)

Ph: +91 9940143131, +91 9840281288,

## Annexure

Your stipend would be Rs.10,000 (ten thousands only) during their probation/training period with the confirmation after a 360 degree appraisal the salary shall be fixed based on their performance.

If the human resources are not acceptable in your position and department so you are instructed to be double loaded in your duties and work failing which your salary would be deduction as per the loss made by you to the company.

You should be submitting any two original certificates of yours at the time of joining.

You are expected to be punctual not only in your office timings but in all official duties as well.

You will be transferred to any part of the country, where ever and when ever its necessary.

Food shall not be provided during probation/training period.

Accommodation shall be provided at site only and not while in Chennai office.

The office timings would be 9:30am to 1:30pm and 2:30pm to 6:00pm you are expected to report to your reporting officer by 9:30am and 6:00pm.

There could be extended working hours as per the site you are posted.

In case of accepting this offer you are expected to return a signed copy of this offer within 7 days from the receipt of this offer.

Corporate Office : #125, Vasantha Street, Golden George Nagar, Nerkundram, Chennai - 600107

E Mail: [lsit.rgn@gmail.com](mailto:lsit.rgn@gmail.com), [info.lsittp@gmail.com](mailto:info.lsittp@gmail.com), [info.lsit.rgn@gmail.com](mailto:info.lsit.rgn@gmail.com)

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NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



2174112 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Uppu Kanaka Durga,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your Intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

  
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Guntur (Dist.), A.P.



**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total.....(A)</b>	<b>312208</b>
<b>Additional Benefits...(B)</b>	<b>12784</b>
Gratuity	5407
Insurance Premiums (towards GTL, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum)----- (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -</b>	
<b>i) Gratuity : As per Payment of Gratuity Act</b>	
<b>ii) Insurance</b>	
<b>a) Group Term Life Insurance (GTL) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

*M. Narasaraopeta*  
PRINCIPAL

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(AUTONOMOUS)  
NARASARAOPETA - 522 681  
Guntur (Dist.), A.P.**



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

2149

Date: 12-04-2023

EMP Id: 202301352

## FIXED TERM EMPLOYMENT CONTRACT

Dear YELESWARAPU NAGA LAKSHMI KUMARI,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

Address: Ecliff roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

b. The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

a. Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

b. You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Bell 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

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# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

12. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 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 Record.

### 14. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*Y. Jaya Lakshmi*  
Signature of the Employee

Address: Bell X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NAKASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/1629

Date: -14/02/2023

Dear KONDURU CHAITANYA

**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 on 01 August 2023 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:  
2023.02.14

Manish Modi  
Manager Recruitment



L152



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222882109/Hyderabad**  
**Date: 24/11/2022**

Mr. Tadiparthi Bala Krishna  
09-14-10/5, Prakash Nagar,  
Near Gangamma Temple,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel#

Dear Tadiparthi Bala Krishna,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20222882109

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccan Park, 100 Feet Software Units, 100 Feet, Madhapur, Hyderabad-500 081 India



*M/K*  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 607  
Guntur (Dist.) A.P.



GROSS SALARY SHEET

Annexure 1

Name	Tadiparthi Bala Krishna
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,764	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

TCS Confidential  
TCSL/DT20222882109

14

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

One, Park Street Software Centre, 6th Floor, Hyderabad 500 081 India



*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



19471 A0501

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229743501/Hyderabad**  
**Date: 24/11/2022**

Mr. Srinivas Annaladasu  
13-412/Kalamandir Center,  
Gurajala,Palnaadu(  
Dist), Andhra  
Pradesh.

Dear Srinivas Annaladasu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee In Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20229743501

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

**TATA CONSULTANCY SERVICES** NARASARAOPET - 522 601  
Tata Consultancy Services Limited Guntur(Dist), A.P.

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

**IQAC**





19H71A0503

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229743503/Hyderabad**  
**Date: 24/11/2022**

Mr. Srikanth Bezawada  
5-236, Near Sai Baba  
Temple,  
Main Road,  
Peesapadu,  
Andhra Pradesh.

Dear Srikanth Bezawada,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

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**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  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Career Centre: 1-800-300-2111 Email: [careers@tcs.com](mailto:careers@tcs.com)

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.

**IQAC**



GROSS SALARY SHEET

Annexure 1

Name	Srikanth Bezawada
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/Learning Incentive****		Upto:60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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





19471A0504

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229743504/Hyderabad**  
**Date: 24/11/2022**

Mr. Sravankumar Bobbepalli  
9-1/56(A), Near Panchayat  
Office,  
Medikonduru,  
Andhra Pradesh.

Dear Sravankumar Bobbepalli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

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TCSL/DT20229743504

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS) 1  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

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

**IQAC**

17/05/2023

Date: April 12, 2023

### Offer-cum-Appointment Letter

Dear Mr. Srikam Buri,

Greetings from Pivox Labs!

This letter is to confirm your appointment as a "Junior Software Developer" with Pivox Labs. This position will be based in our Guntur office at Pivox Labs, ABCRDA Building, 1<sup>st</sup> Floor, 6/12 Brodipet, Guntur, Andhra Pradesh.

You will be paid a gross salary of Rs.3,00,000/- per year this includes an annual Incentive Bonus of Rs. 50,000/- (also called as CTC) and corresponding deductions are applied as per government rules. The other details about your compensation are presented in Annexure - A. You will get a stipend of Rs. 10,000/- during the training and your actual CTC will start after the completion of the training.

You are expected to serve us for a minimum period of Three Years and have to sign a contract for the same at the time of joining.

We expect you to report to work on May 01, 2023.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure - B. Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as proof of the above, we retain the right to review our offer of employment.

Employment as per this offer is subject to your being medically fit.

We congratulate you on your appointment and wish you a long and successful career with us. We look forward to having you in our team and are excited to jointly explore the opportunities that lie ahead of us.

Yours Sincerely,  
For PIVOX LABS,

  
Pavan Kalava  
Sr. Manager - Human Resources



I have read that offer, Understood and accept the above-mentioned terms and conditions.

Signature: 

Date: 01/05/2023

Regd. Office: Pl. No. 9-28-1B/10, (1<sup>st</sup> & 2<sup>nd</sup> Floor) Fortune Villa, 5th Lane, Rajendra Nagar, Guntur, Andhra Pradesh - 522006.  
Office Numbers: 0863-2256165 // 91-7892722466 Email: hr@pivoxlabs.com

www.pivoxlabs.com



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

### Annexure - A

Name: **Sriram Burti**

Designation: **Junior Developer**

Sl. No	Description	Monthly	Yearly
1	Basic	9,829	1,17,948
2	HRA @40% of basic	3,931	47,172
3	Special Allowance	5,898	70,776
4	Company's Contribution to PF	1,180	14,160
5	Incentive Bonus		50,000
	<b>Annual total Compensation</b>		<b>3,00,056</b>



Regd. Office: H. No. 3-28-18/163, Flat# 301, Fortune Villa, 5th Lane, Jalendra Nagar, Guntur, Andhra Pradesh - 527004.  
 Office Numbers: 0853-2256466 / 291-78933722466 Email: info@pivoxlabs.com

[www.pivoxlabs.com](http://www.pivoxlabs.com)

**HOAC**

PRINCIPAL  
**NARASARAJU ENGINEERING**  
 (AUTONOMOUS)  
 GUNTUR  
 Guntur (Dist), A.P.

DOC: - SA/TA/Hyd/2023/4454

Date: -14 Feb 2023

Dear Deepthi Busa,

19471A0506

**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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



**PRINCIPAL**

**NARASARAO PETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.

19-507



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Sk. Mohammed Asif

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on **+91 9703636346** or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Bahmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogeteservices.com](http://www.cogeteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



19471A0508

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229743508/Hyderabad**  
**Date: 24/11/2022**

Mr. ChandraSekhar Channa  
11-526,Kondakinda Bazar  
LN colony,  
Atchampet, Andhra  
Pradesh.

Dear ChandraSekhar Channa,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **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 (detailed under Terms &

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NARASARAOPET - 522 601,  
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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  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

IQAC





19471A0509

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229743509/Hyderabad**  
**Date: 24/11/2022**

Ms. Mounikalakshmi Cheemakurthy  
5-69, Srinivasa Colony,  
Main Road,  
Macherla, Andhra  
Pradesh.

Dear Mounikalakshmi Cheemakurthy,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

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

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS) 1

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Mounikalakshmi Cheemakurthy
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
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Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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Tata Consultancy Services Limited

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



## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

CHIMMA DHARMA,  
14-895, NEAR SRI CHAITANYA COLLEGE, Piduguralla,  
Andhra Pradesh, India.  
Document ID - 2b829a7d-1aba-4900-ba41-6964bc07aa5b

Dear CHIMMA DHARMA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

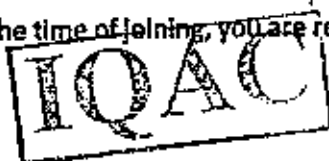
You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.


You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



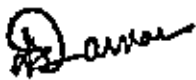
Signature of Employee:   
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.


□

□



2

Signature of Employee:

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear CHUNDI YAMINI PRIYA,  
 3-5129(A), Near Samrat Hotel, Chilakaluripet,  
 Andhra Pradesh, India  
 Document ID - 2b829b7d-1\hbcf-4900-bb41-6964bc07ba5b

Dear CHUNDI YAMINI PRIYA,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee In band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrears/backlogs.



HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 3A, Sector 12B, NOIDA - 201304, UP, India  
 T: +91 0120 6120 26000 F: +91 0120 4690330

Corporate Identity Number: L74140DL3991PLC046369  
 Registered Office:  
 806 Siddharth, B6, Nehru Place, New Delhi - 110009, India

Signature of Employee: *[Signature]*  
 NARASARAOPEETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPEETA - 522 601,  
 Guntur (Dist) A.P.

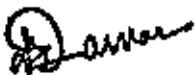
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that In case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

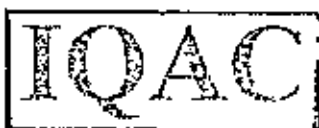


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□

□

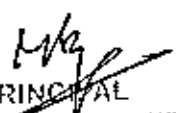


HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 128, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140011991PL.CD48389  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110009, India

2

Signature of Employee:

  
PRINCIPAL  
NARASARAOPETA ENGINEERING CO.  
(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist.), A.P.

**HCL**

19-513



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Déar D.Dharani

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

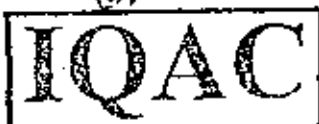
Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4455

Date: -14 Feb 2023

Dear Susmitha Desaboina,

19471A0515

**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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



**Principal**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4456

Date: -14 Feb 2023

Dear Thanmai Reddy,

19471A0516

**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)
5. Pan card
6. 3 Passport size photographs.

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Welcome to Savantis India Family.

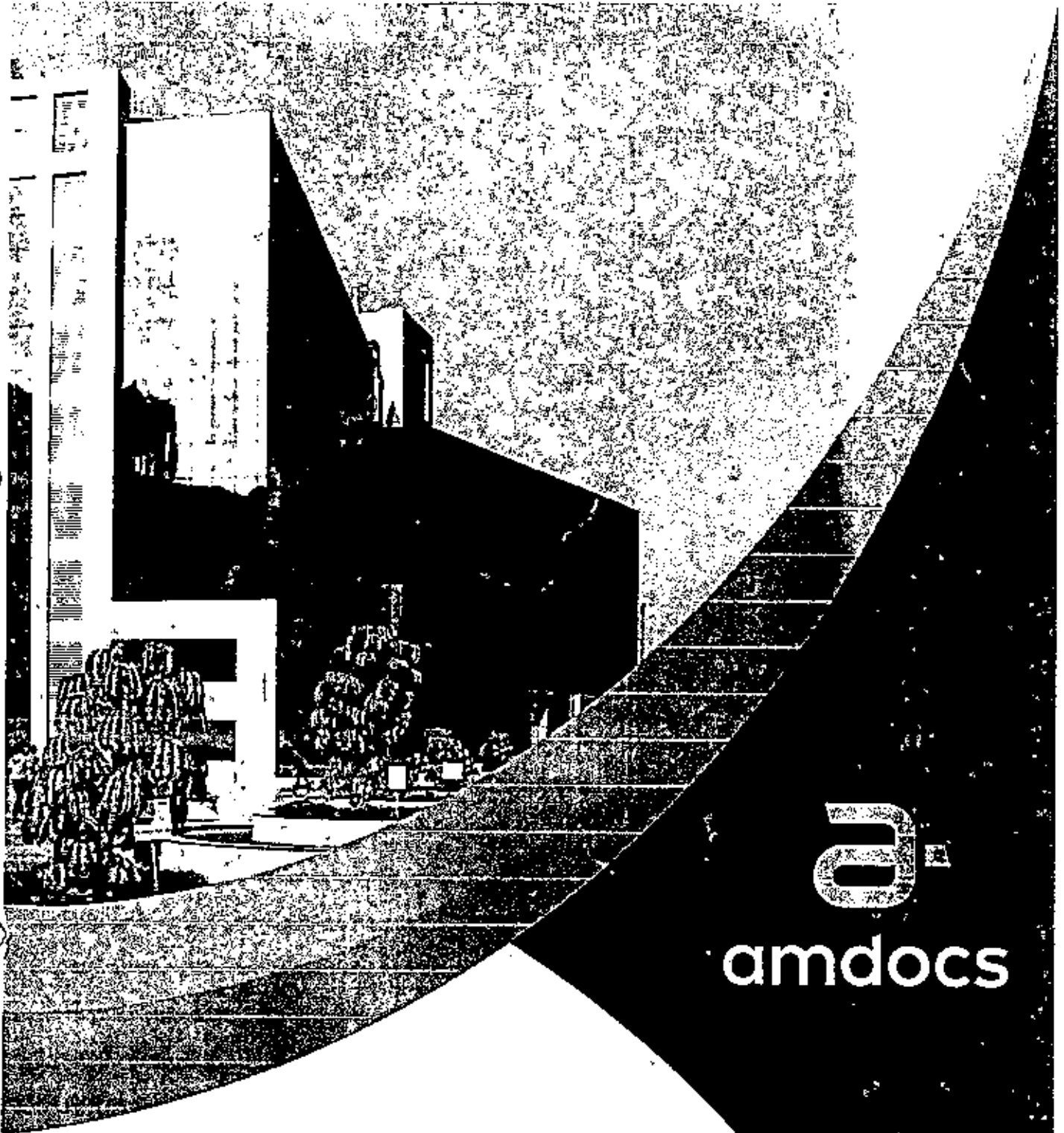
Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

Manish Modi  
Manager Recruitment



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



amdocs

# EMPLOYMENT AGREEMENT



*M. V. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



Dear **Neha**,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

#### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement













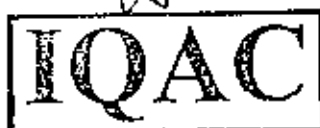
Date: November 25, 2022  
Ms. Neha Sree Devathi

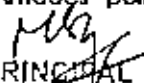
### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP, ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

#### Employment Details

- (a) **Position**  Software Engineering Associate
- (b) **Location**  Amdocs offices in Pune, India.
  - Domestic and international travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c) **Annual Total Remuneration (on a Cost to Company basis) gross**  INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:
  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d) **Statutory Bonus**  Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e) **Gratuity**  Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f) **Annual Bonus** 
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g) **Annual Vacation**  To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h) **Annual Sick Leave**  To be granted, accrued and used in accordance with Amdocs' policy and applicable law.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 201  
Guntur (Dist.), A.P.



- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (j) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

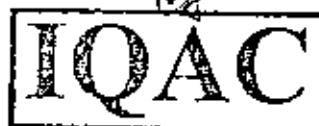
Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as **Exhibit A**. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.





- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of employment

- (a) The first **one year** of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon **30 days'** prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a **90 days'** prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/or its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the



relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

#### 5. Miscellaneous and Additional Conditions

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, **Neha Sree Devathi**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

D. Neha Sree  
Signature

3-4-23  
Date







**Exhibit A**

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between **Amdocs Development Centre India LLP**, ("**Amdocs**"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**1. Purpose of Agreement**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

**2. Non-Disclosure of Confidential Information**

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of -- Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party -- whether in writing, verbal, digital format or otherwise (collectively, "Confidential Information"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles, and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "Inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which





you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.





### 6. Acknowledgment and Agreement

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

### 7. Successors; Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

### 8. Modification; Entire Agreement

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

### 9. Rights and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) **Specific Performance.** Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) **Indemnification.** In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) **Severability.** You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.





### 10. Governing Law; Jurisdiction


This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

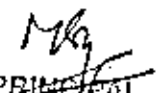
Amdocs Development Centre India LLP.

Ms. Neha Sree Devathi

  
\_\_\_\_\_  
Talent Acquisition Manager

  
\_\_\_\_\_  
Signature



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear DODDI TARUN SAI,  
 11-19, NEAR SRI CHAITANYA COLLEGE, VINUKONDA,  
 Andhra Pradesh, India, 522601  
 Document ID - 2b829f7d-1fbf-4900-bb41-6964bc07fa5b

Dear DODDI TARUN SAI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 3A, Sector 125, NOIDA- 201304, UP, India  
 t: +91 0120 6120 25000 f: +91 120 4880330

Corporate Identity Number: L74140DL1991PLC048369  
 Registered Office:  
 B06 Siddharth, S.G. Nehru Place, New Delhi - 110008, India

Signature of Principal  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (R.G. PURAM)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.

19471A0519

hcltech.com

# HCLTech

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear ERETI MADHAVI,  
5-82, NEAR GAYATRI COLLEGE, NARASARAOPET,  
Andhra Pradesh, India, 522601  
Document ID - 2c829f7d-1fcf-4900-bc41-6964cc07fa5b

Dear ERETI MADHAVI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

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You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, Noida - 201304, UP, India  
t: +91 0120 6120 26000 f: +91 120 4690330

Corporate Identity Number: L7400DL1997PLC046369  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110009, India

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(A.P. UNIVERSITY)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

# Deloitte.

Deloitte Consulting India Private Limited  
Salarpuria Softzone, Sy. No. 80/1, 81/1 & 81/2,  
Baliandur Village, Varthur Hobli, Bengaluru South Taluk,  
Outer Ring Road, Bengaluru - 560103, India

Tel: +91 080 6755 5000/ +91 080 6755 4000  
www.deloitte.com

Sep 8, 2023

Ms. Gangadhari Lakshmi Jyothi  
Railway station road, addaroad srinu house beside, Vellalacheruvu,  
Narasaraopeta, 523302  
India

**Subject: Offer of Employment**

Dear Gangadhari Lakshmi Jyothi:

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as Analyst Trainee based in Bengaluru.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on October 3, 2023.

You will be required to register with the National Apprenticeship Training Scheme "NATS" as an Apprentice (As defined under the NATS) and the employment confirmation is subject to probation period of 12 months (from October 3, 2023 to October 3, 2024). During the probation period you will be evaluated on various trainings and performance criteria. Upon successful completion of probation period your employment will be confirmed.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of Rs./₹ 400,008/- and, will be eligible for a end term bonus of Rs./₹ 40,000/- upon successful completion of your probation period. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an Incentive to join the Company, you are eligible to receive a joining bonus of Rs./₹ 10,000/- subject to your reporting for full-time employment on October 3, 2023. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within 12 months of your start date.

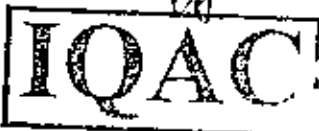
You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.


Your employment with us during the probation period of 12 months and post successful completion of the probation period and confirmation of employment will be governed by the Terms and Conditions as detailed in Annexure B, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters, as the Employer is a subsidiary of Deloitte LLP. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AABCDN7517ZT  
CIN: U72900TG2000PTC039976

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(AUTONOMOUS) of 18  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. - 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and Deloitte Consulting India Private Limited employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Gangadhari Lakshmi Jyothi, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited  
Best regards,

DocuSigned by:  
*Pooja Madirani*  
A3B26FE226924C0...  
Signature

Authorized Signatory

Acceptance

I, Gangadhari Lakshmi Jyothi, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

Signature \_\_\_\_\_

Date \_\_\_\_\_



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.08.08 12:17:01 -07:00





## Annexure A

Ms. Gangadhari Lakshmi Jyothi

Analyst Trainee

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	11,700	140,400
House Rent Allowance (HRA)	5,850	70,200
Special Allowance <sup>1a &amp; 1b</sup>	6,774	81,288
Leave Travel Allowance <sup>2</sup>	1,170	14,040
Differential Allowance	3,840	46,080
Meal Card <sup>3</sup>	2,200	26,400
Employer's contribution to PF	1,800	21,600
<b>Total Salary (In Rs.)</b>	<b>33,334</b>	<b>400,008</b>
Medical Insurance Premium <sup>4</sup>	3,014	36,167

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....



**Annexure A**

<sup>1</sup>All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below;

**Employee Level -  
Analyst Trainee**

**1a Communication Expenses**

Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.

Rs./₹ 3,000/- per month

**1b Fuel Expenses**

Petrol / Driver / Insurance / Repairs & Maintenance

Rs./₹ 7,500/- per month

1a The internet/telephone/mobile bills should be in the Employee's name.

1b For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

Nature of Expenses	Own Vehicle -Maximum Tax exemption limit per month		
	4 Wheelers (Engine Capacity)		Two Wheelers
	<= 1600 cc	> 1600 cc	
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900
Driver's Salary	Rs. 900	Rs. 900	Not applicable

All employees at and above Senior Staff are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

<sup>2</sup> The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.

<sup>3</sup> Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.

<sup>4</sup> Annual Floating Medical Insurance Coverage for self and 6 dependents is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

You may also be eligible to either a One-time Stipend or a temporary lodging basis joining the registered office location, you will receive a survey from Deloitte prior to your joining.

You may select the best option for availing the relocation assistance. If an employee who has availed this reimbursement decides to quit within 18 months from the date of relocation claim for whatever reason, the relocation reimbursement paid to the employee will be recovered in full, from the employee's full and final settlement.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



# Deloitte.

Gangadharl Lakshmi Jyothi

Bengaluru

## Annexure B

### Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Salarpura Softzone, Sy. No. 80/1, 81/1 & 81/2, Bellandur Village, Varthur Hobli, Bengaluru South Taluk, Outer Ring Road, Bengaluru - 560103, India** (the "Employer") as **Analyst Trainee** and other valuable consideration, I acknowledge and agree that:

#### PRELIMINARY MATTERS

- 1. Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.
- 2. Pre-existing Agreements or Arrangements.** I warrant and agree that I have listed on **Exhibit B** all *Pre-existing Agreements or Arrangements*. The Employer expects me to abide by all restrictions or obligations that are contained in such *Pre-existing Agreements or Arrangements* and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of *Employment* or my becoming, and serving as, **Analyst Trainee** of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.


#### PROTECTION OF OUR BUSINESS

- 3. Reporting of Proceedings.** Except as provided by law and except as I have disclosed in writing on **Exhibit C** to this Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
- 4. Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized Signatory*, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.
- 5. Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any confidential information or intellectual property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
- 6. Authorization.** Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
- 7. Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or

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GST Reg No: 36AABCD0478H1ZT CIN: U72900TG2000PTC039976



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associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.

**8. Authorization to Access Systems and Electronic Communications and use of Deloitte Property.** I understand that while employed with a *Deloitte Entity*, I will use and have access to the Systems. I also acknowledge that a *Deloitte Entity* has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such *Electronic Communications* are considered part of a *Deloitte Entity's* business and client records and are not to be considered private or personal to me or any other *Personnel*. I further acknowledge that this right extends to *Electronic Communications* transmitted for either a business or personal purpose.

I agree that I am authorized to access the Systems only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or Systems performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the Systems for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the Systems for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (e.g., emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

**9. Security.** I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

**10. Ownership of Works.**

a. I agree that the Employer owns all rights, title and interest in and to all *Works*.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Work* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10 (b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual*



Property of the Deloitte Entities.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all Works developed by me during the period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to Pre-existing Creations and Personal Creations. I warrant and agree that I have listed on Exhibit B all Pre-existing Creations. I acknowledge and agree that I will not assert any ownership rights against the Deloitte Entities, or their respective clients, with respect to any Pre-existing Creations unless they appear on Exhibit B, and Exhibit B has been accepted and agreed to by an Authorized Signatory who has signed at the bottom of such Exhibit B. I further agree that I shall not use any Pre-existing Creations or Personal Creations in connection with my Employment without the prior written consent of an Authorized Signatory. To the extent that I use any Pre-existing Creations or Personal Creations in connection with my Employment, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an Irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such Pre-existing Creations or Personal Creations for any purpose including, but not limited to, client engagements.

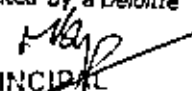
12. **Post-Employment Restrictions re: Clients.** I acknowledge that, because of the nature of my work for a Deloitte Entity, my solicitation or serving of certain clients related to my work for a Deloitte Entity would necessarily involve the unauthorized use or disclosure of Confidential Information, and the proprietary relationships and goodwill of the Deloitte Entities, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another Deloitte Entity with the applicable laws, rules and regulations of a U.S. or India regulatory body or other Independence-related requirement of a regulatory body. Accordingly, during the period of my Employment and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a Deloitte Entity with which I had personal contact and provided services during the two-year period prior to termination of my Employment.

13. **Exceptions to Post-Employment Restrictions re: Clients.** I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a Deloitte Entity and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a Deloitte Entity solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a Deloitte Entity neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on Exhibit D expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on Exhibit D by an Authorized Signatory who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a Deloitte Entity. Before entering into substantive discussions with an Attest Client regarding any employment opportunity, I acknowledge and agree that during my Employment and for five years thereafter I must first notify Independence and obtain prior written approval from Independence. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the Deloitte Entities with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the Deloitte Entities or their respective Attest Clients under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an Attest Client. Further, I acknowledge and agree that because of, among other things, the importance of the Deloitte Entities remaining in compliance with applicable Independence rules, such approval may be withheld by Independence in the event that my employment with an Attest Client would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the Independence of a Deloitte Entity with respect to such Attest Client.

15. **Restrictions re: Personnel and Contractors.** I acknowledge that, because of the nature of my work for a Deloitte Entity, my solicitation or hiring or of any of its Personnel or contractors of the Deloitte Entities, or my participation in their hiring, admission or retention, would necessarily involve the unauthorized use or disclosure of Confidential Information or the proprietary relationships and goodwill of the Deloitte Entities. Accordingly, during my Employment and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any Personnel to leave a Deloitte Entity, or to join any firm or business with which I may be or become affiliated; (b) participate in the hiring or admission of any Personnel; or (c) cause a contractor of a Deloitte Entity to cease providing services to, with, or on behalf of the Deloitte Entity.

16. **Post-Employment Restrictions re: Deloitte Property.** Upon termination of my Employment: (a) I will not use or disclose Deloitte Property, including, but not limited to, Confidential Information and Works, for any purpose; (b) I will not retain or take with me any Deloitte Property; (c) I will immediately deliver to a Deloitte Entity at any location that it designates, at my expense, within one business day after the termination of my Employment or on an alternate date designated by a Deloitte

  
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Entity, any Deloitte Property that I may then or thereafter hold or control; and (d) I agree to allow a Deloitte Entity to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any Deloitte Property resides on such computers and to permit a Deloitte Entity to remove such Deloitte Property.

#### OTHER POST-EMPLOYMENT OBLIGATIONS

**17. Transition of Work and Cooperation.** Upon termination of my Employment for any reason, I will cooperate with a Deloitte Entity in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a Deloitte Entity in connection with any threat of or actual legal proceeding against a Deloitte Entity or any client, customer or licensor of a Deloitte Entity arising out of any matter with or of which I had contact or knowledge during my Employment.

**18. Notification of Post-Employment Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my Employment ends, I agree that a Deloitte Entity shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.

**19. Certification.** I agree that during or after my Employment I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15 and 16 of this Agreement.

#### OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

**20. Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 9, 10, 12, 14, 15 or 16 would cause irreparable harm to the Deloitte Entities and that, in addition to other remedies, the Employer on behalf of itself or another Deloitte Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a Deloitte Entity will be entitled to the payment of the Deloitte Entities' reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my Employment, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

**21. Liquidated Damages: Client Fees.** I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.

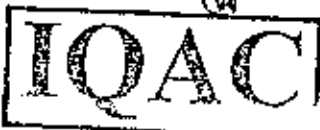
**22. Liquidated Damages: Compensation.** I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by or owed to any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.


**23. Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

#### MISCELLANEOUS

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**24. Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in Bengaluru, Karnataka, India and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.

**25. Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an Authorized Signatory.

**26. Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

**27. Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefore another provision that is legal and enforceable and that achieves the same objective.

**28. Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.

**29. Entire Agreement.** This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other Deloitte Entity with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a Deloitte Entity and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my Employment, this Employment Agreement will control.

**30. Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19 and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any Deloitte Entity in connection with my transfer to that Deloitte Entity or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any Deloitte Entity to which I may be transferred during my Employment, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.

**31. Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

DocuSigned by:  
*Pooja Madhani*  
A3529FE22624C0...

Pooja Madhani  
Talent

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NARASARAOPET, 522 601  
Guntur (Dist.), A.P.

Authorized Signatory

Authorized Signatory

Effective as of October 3, 2023, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Gangadhari Lakshmi Jyothi

Signature

Name



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.09.08 12:17:01 -07:00

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**EXHIBIT A**

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

**Attest Client** - attest client (or an affiliate of such client) of Deloitte & Touche LLP or a *Deloitte Entity*.

**Authorized Signatory** - a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

**Confidential Information** - any information not generally known to the public, in any form, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (PII) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information entrusted to the Employer or another *Deloitte Entity* by clients and other third parties. *Confidential Information* includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information, tax returns, tax identification numbers, agreements, client or prospective client lists, specific information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

**Deloitte Entity** - the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu vereen, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

**Deloitte Property** - *Confidential Information*, systems, equipment, debit and credit cards issued in connection with my employment, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

**Deloitte India (Offices of the US)** - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

**Electronic Communications** - all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

**Employment** - the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

**Form** - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

**Independence** - National Office (Independence) of Deloitte LLP.

**Intellectual Property** - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

**Intellectual Property Rights** - all rights, title and interest in Intellectual Property.

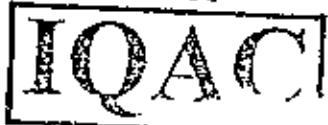
**PCAOB** - the United States Public Company Accounting Oversight Board.

**Personal Creations** - *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works of a Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a

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Deloitte Entity, and (3) it does not result from any work performed by me and the Personnel (during work hours) for a Deloitte Entity.

**Personnel** - partners, principals, members, officers and employees of a Deloitte Entity.

**PII** - Information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes PII when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric Identifier
- Certificate or license number
- Date of birth
- Government Identifiers (such as PAN)
- Name\*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle Identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

\* Note: When an individual's name is used with PII that is not business contact information, it is included in the definition of PII.

**Pre-existing Agreements or Arrangements** - agreements or arrangements that (1) relate to any Pre-existing Creations; or (2) may affect my ability to comply with the requirements of this Employment Agreement, including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United States Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my Employment (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

**Pre-existing Creations** - any Intellectual Property and Intellectual Property Rights that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

**Proceedings** - past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the PCAOB, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

**Systems** - the communications systems or any part of such systems that a Deloitte Entity owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

**Works** - all Intellectual Property, in any form, created by me, alone or with others, during the period of my Employment that (1) is created within the scope of my Employment; (2) relates in any manner to the actual or anticipated business, research, or development of a Deloitte Entity; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of Deloitte Property.

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**EXHIBIT B**

***Pre-existing Creations, Pre-existing Agreements or Arrangements***

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations, Pre-existing Agreements or Arrangements*

<u>Title</u>	<u>Date</u>	<u>Brief Description</u>
--------------	-------------	--------------------------

Signature _____	Date _____
-----------------	------------

Gangadhari Lakshmi Jyothi

Name (Print)

ACCEPTED AND AGREED TO:  
Deloitte Consulting India Private Limited

DocuSigned by:  
*Pooja Madnani*  
A3B26FE226024C0...

Pooja Madnani  
Talent  
Authorized Signatory

Its: Authorized Signatory

Sep 8, 2023

Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.09.08 12:17:01 -07:00

An Authorized Signatory's signature is required only if *Pre-existing Creations* or *Pre-existing Agreements* or *Arrangements* are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an Authorized Signatory indicates his or her judgment made in light of Paragraph 2 that *Pre-existing Creations*, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's *Pre-existing Creations* and the Intellectual Property of a Deloitte Entity can be avoided or minimized in the future and further indicates that the *Pre-existing Agreements* or *Arrangements* have been obtained and reviewed and that the Authorized Signatory is satisfied that such *Pre-existing Agreements* or *Arrangements* will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.



**EXHIBIT C**

**Proceedings**

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report  
No, I do not have *Proceedings* to report

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Gangadhari Lakshmi Jyothi  
Name

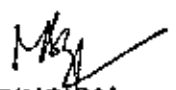
Date

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**EXHIBIT D**

**Exceptions to Post-Employment Restrictions: re: Clients**

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Yes, I do have  
Post-Employment Restrictions  
re: Clients

No, I do not have  
Post-Employment Restrictions  
re: Clients

Name of Client

Specified Kind of Services(s) Permitted



ACCEPTED AND AGREED TO:

**Deloitte Consulting India Private Limited**

DocuSigned by:  
*Pooja Madhani*  
A3B28FE226924C0...

Pooja Madhani  
Talent  
Authorized Signatory

Its: Authorized Signatory

Sep 8, 2023

Date

I have read and understood the above policy terms.



Gangadhari Lakshmi Jyothi

Signature

Name

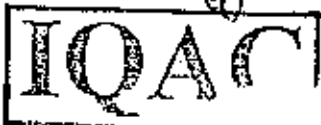
Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10

Sealed Time: 2023.09.08 12:17:01.0200

An Authorized Signatory's signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an Authorized Signatory indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist), A.P.  
Page 15 of 18

**Terms and Conditions of Service**

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

**Terms of Service**

**1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS**

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on [www.deloitteenet.com](http://www.deloitteenet.com). The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to [www.deloitteenet.com](http://www.deloitteenet.com) and Independence for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

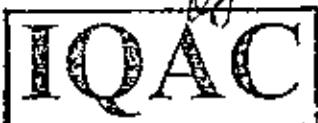
Please feel free to contact or consult Independence should you require any further information or if you have any specific concerns in this respect.

**2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")**

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

**3. HARRASSMENT POLICY**

**Administrative Policy Release ("APR") 213** is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India" (Offices of the US)) are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining Deloitte U.S. India.



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#### 4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

#### 5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years. Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

#### 6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a Deloitte Entity or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

#### 7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is 30 Days during probation and 90 Days upon successful completion of the probation period by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

#### 8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment



Agreement including disclosing to any unauthorized person any Confidential Information or PII.

- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorized person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) ([https://deloitte.net/deloitte.com/About/Policies/Admin/Pages/218\\_OutsideEmploymentActivities\\_US.aspx](https://deloitte.net/deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx)).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any Deloitte Entity or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any Deloitte Entity, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any Deloitte Entity, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any Deloitte Entity sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a Deloitte Entity as applicable.
- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a Deloitte Entity.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <https://deloitte.net/deloitte.com/Pages/Home.aspx> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of October 3, 2023, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Gangadhari Lakshmi Jyothi

Name

Regd. Off.: Floor 4, DeLotte Tower I, Survey No. 41, Gachibowli Village, Range Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AABC00470N1ZT  
CIN: U72900TG2000PTC039976

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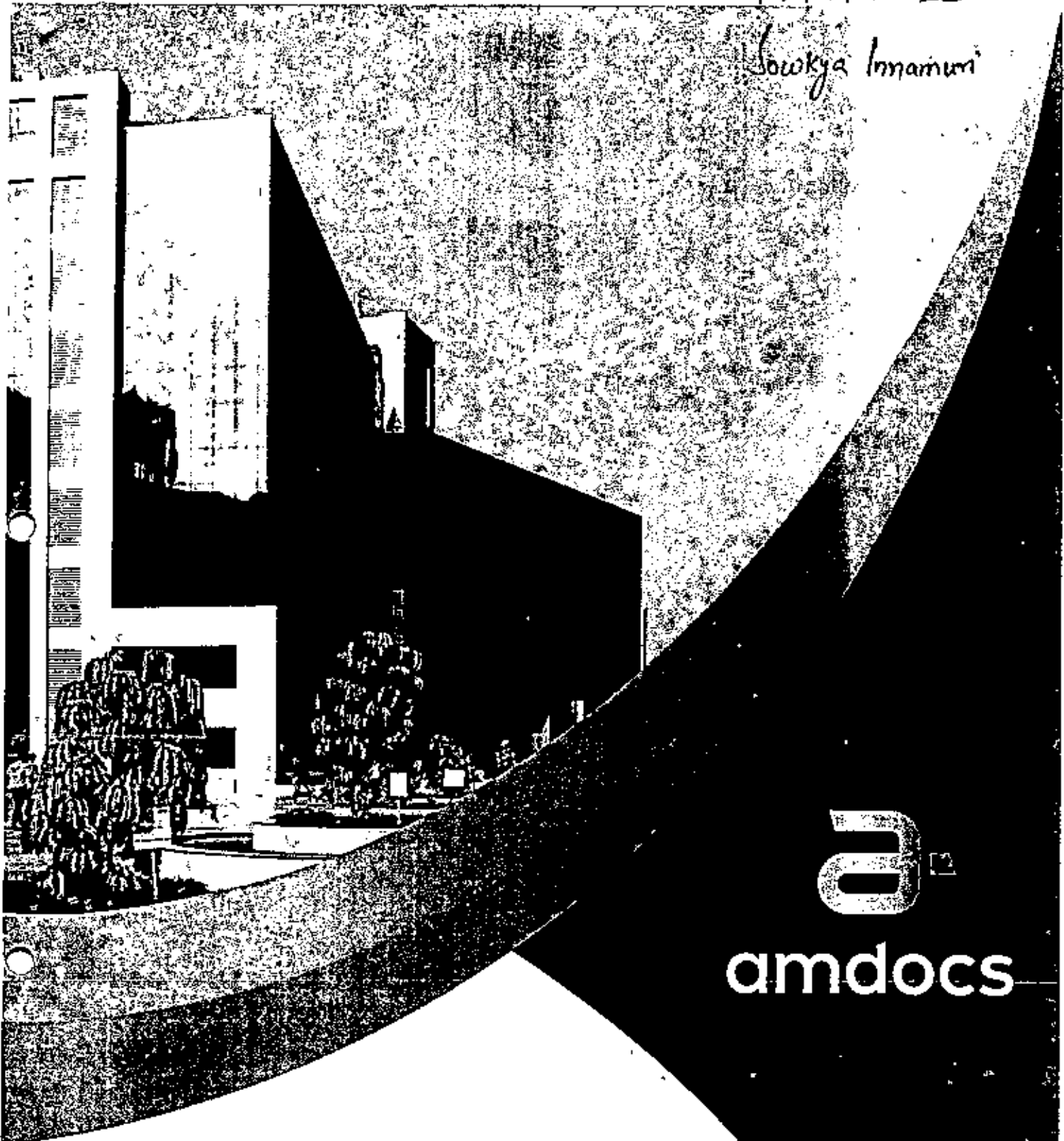


*M. S. J.*  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist) A.P.



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Sowkya Innamuri



amdocs

# EMPLOYMENT AGREEMENT



*M/S*  
DEPUTY CHIEF  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



Dear Sowkya,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!


Please feel free to reach out to us with any questions.

## WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





Date: November 25, 2022  
Ms. Sowkya Innamuri

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ["Amdocs"] under the terms and conditions provided herein, effective as of July-2023["Start Date"].

#### Employment Terms, Compensation, Benefits

- |  |   |
|--|---|
| (a) Position   | Software Engineering Associate  |
| (b) Location   | Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>• Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>• Work location may be changed to facilitate Amdocs' business needs.</li> </ul>  |
| (c) Annual Total Remuneration (on a Cost to Company basis) gross | INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"> <li>1. Basic salary - INR 212000.00</li> <li>2. House Rent Allowance - INR 212000.00</li> <li>3. Provident Fund (employer contribution) - INR 25440.00</li> <li>4. Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>• Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>• Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul> |
| (d) Statutory Bonus  | Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.   |
| (e) Gratuity   | Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.  |
| (f) Annual Bonus   | <ul style="list-style-type: none"> <li>• Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>• Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>  |
| (g) Annual Vacation  | To be granted, accrued and used in accordance with Amdocs' policy and applicable law.<br>You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.   |
| (h) Annual Sick Leave  | To be granted, accrued and used in accordance with Amdocs' policy and applicable law.   |

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- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of Insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.



- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement; (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first **one year** of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon **30 days'** prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a **90 days'** prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the





relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of **60 (sixty)** years. An extension may be given at Amdocs' discretion.

### 5. Miscellaneous and Additional Conditions

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, Internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of **Pune**. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in **Pune** and waive any objection to such proceedings on grounds of venue or inconvenient forum.



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Guntur (Dist.), A.P.




Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,



Authorized Signatory  
Amdocs Development Centre India LLP.


Date: 11/25/2022

I, the undersigned, Sowkya Innamuri, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understating of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

  
Signature

29/03/2023  
Date



  
PRINCIPAL  
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(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.





**Exhibit A**

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("**Agreement**") is entered into between **Amdocs Development Centre India LLP**. ("**Amdocs**"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**1. Confidentiality**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

**2. Non-Disclosure of Confidential Information**

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of – Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party – whether in writing, verbal, digital format or otherwise (collectively, "**Confidential Information**"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "**Intellectual Property Rights**"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "**Inventions**" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which



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you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



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### Acknowledgment

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

### 7. Successors; Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

### 8. Modification; Entire Agreement

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

### 9. Rights and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) Specific Performance: Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.



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### 10. Governing Law; Jurisdiction


This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.


Amdocs Development Centre India LLP.

Ms. Sowkya Innamuri

  
\_\_\_\_\_  
Talent Acquisition Manager

  
\_\_\_\_\_  
Signature



  
\_\_\_\_\_  
(AUTONOMOUS)  
NARASARAOPET - 522 001,  
Guntur (Dist.)

## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear J.Sai Sudharshan Reddy

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

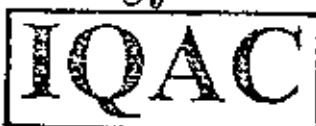
Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174672 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Kandregula,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of **3 (Three) months** from the date of joining.
- δ You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to Annexure - B for breakup of your intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

**IQAC**



**Annexure - A**

**Learning and Certification**

Selects to learn the below Udey courses in self-learning mode and earn the course completion certificate for each course

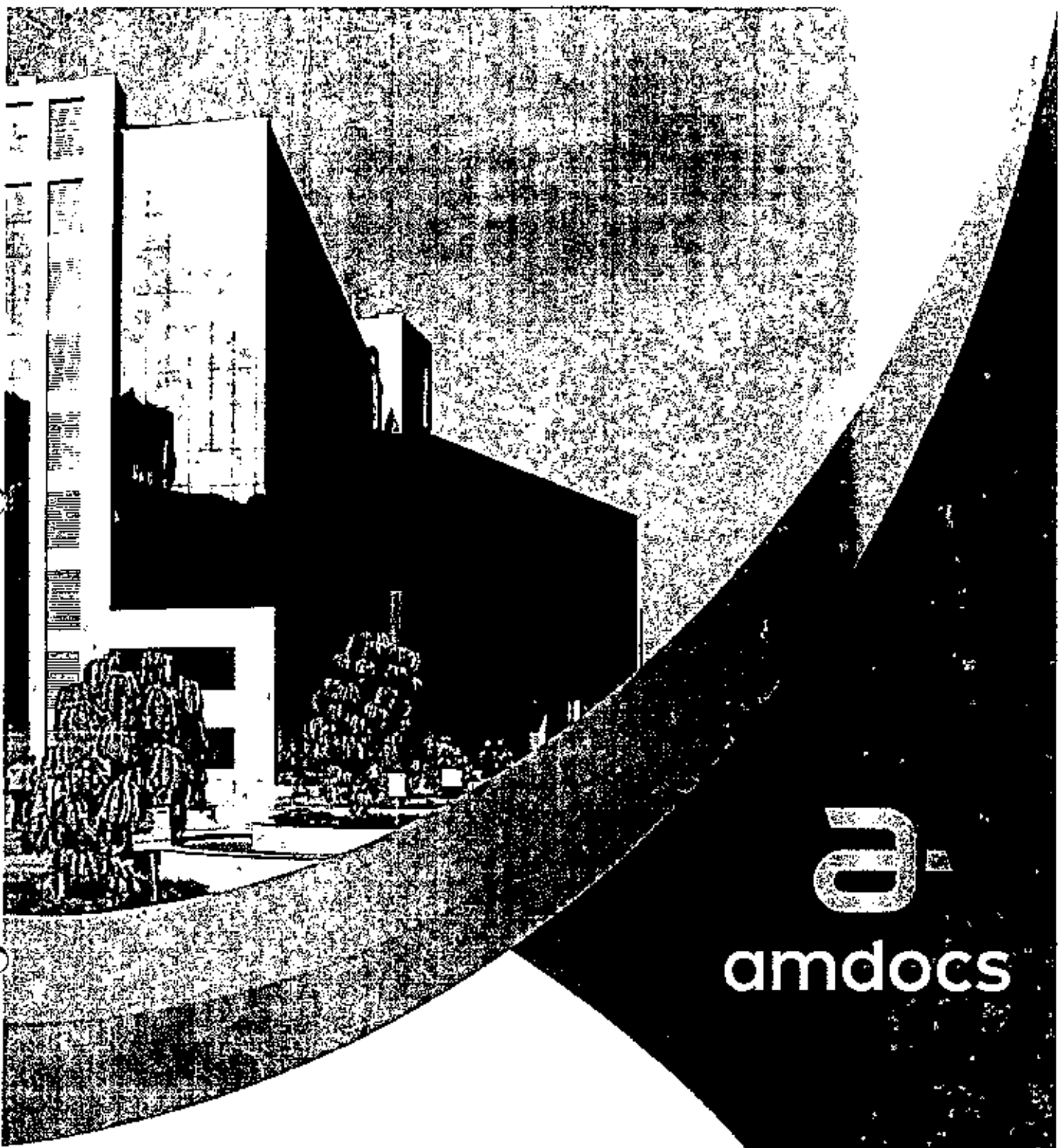
Detailed learning instructions will be communicated separately.

Category	Udey Course Name	Course Duration (In Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



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v. Ajimoon



amdocs

# EMPLOYMENT AGREEMENT

  
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Dear Ajimoon,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.


### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

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Date: November 25, 2022  
Ms. Ajlmoon Kopparapu

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

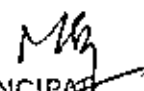
#### Employment Terms, Compensation, Benefits

- (a)  **Position** Software Engineering Associate
- (b)  **Location** Amdocs offices in Pune, India.
  - Domestic and international travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c)  **Annual Total Remuneration (on a Cost to Company basis) gross** INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:
  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d)  **Statutory Bonus** Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e)  **Gratuity** Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f)  **Annual Bonus**
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g)  **Annual Vacation** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.
 

You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h)  **Annual Sick Leave** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

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- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs' policies.
- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

\* Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement;** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.

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- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement; misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

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relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (j) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

### 5. Miscellaneous and Additional Conditions

- (a) **Work Permit.** Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) **Monitoring.** To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) **Background Checks.** Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) **Entire Agreement.** The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) **Offset.** Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) **Severability.** If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) **Governing Law and Jurisdiction.** This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

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Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, **Ajmoon Koppurapu**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them:

Ajmoon K

Signature

3/29/2023

Date



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**Exhibit A**

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP. ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**Consideration**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

**2. Non-Disclosure of Confidential Information**

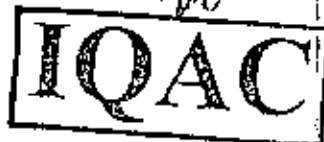
You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of - Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party - whether in writing, verbal, digital format or otherwise (collectively, "Confidential Information"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "Inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which

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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.

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Guntur (Dist.), A.P.



**Acknowledgment**

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

**7. Successors; Assignment**

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

**8. Modification; Entire Agreement**

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

**9. Rights and Remedies Upon Breach by Employee**

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) **Specific Performance.** Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) **Indemnification.** In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) **Severability.** You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.

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 Guntur (Dist.), A.P.





**10. Governing Law, Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.

Ms. Ajlmoon Kopparapu

Talent Acquisition Manager

Signature

2023-01-CAMP-73/DVCI-P-Y02708-10



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19-532



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K.Anusha

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)


We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,  
Cogent E Services Limited  
1st Floor Raj Towers, Balmatta Road  
Opp- Roopa Hotel Mangalore - 575002  
M:+91 9703636346  
W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA - 522 651.  
Guntur (Dist.), A.P.

19-532



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K.Kalyan

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Salmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



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Guntur (Dist.), A.P.

19471A0534  
M.V. Jyoshna

**Neebal**  
Technologies

NTHR/22-23/V514

Date-11th November 2022

To,  
**Maddula Venkata Jyoshna**  
H.No: 6-79A, Main Bazar,  
Pusalapadu(village),  
Bestavaripeta(mandal),  
Prakasam dist,  
Andhra pradesh-523334

Dear Jyoshna,  
**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072  
T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

the grounds of noncompliance with policies or non-performance during the service agreement period.

#### **WORKING HOURS**

The default working days in the probation period in Neebal is from Monday to Saturday and employees are required to complete 54 hours of billable or approved work in that week.

Post confirmation working days would be from Monday to Friday and employees are required to complete 45 hours of billable or approved work in a week.

#### **ALTERNATE EMPLOYMENT**

As a full-time employee of Neebal, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the prior written permission of Neebal.

#### **LEAVE**

You will be eligible for a total of 12 of earned leaves on completion of every year of your service.

#### **UNAUTHORIZED ABSENCE**

Your unauthorized absence from the job for a continuous period of more than three (3) working days will be treated as absconding from duty, and in the event of your not reporting for job within 10 days from the date of absence, the same would be treated as "Your voluntary abandonment of the job" and it shall be deemed that you are no longer interested in working and have abandoned the job on your own accord. Neebal will then have a right to initiate legal proceedings against you.

#### **TRADE SECRETS AND CONFIDENTIAL INFORMATION**

During the term of your work, you may have access to and become familiar with various trade secrets and confidential information belonging to the Company, its affiliates and its customers. You shall acknowledge that such confidential information and trade secrets are owned and shall continue to be owned solely by the Company, its affiliates and its customers, as the case may be. You shall agree not to use, communicate, reveal or otherwise make available such information for any purpose whatsoever or to divulge such information to any person, partnership, corporation or entity other than those expressly designated by the Company unless such employee is compelled to disclose it by judicial process.

#### **RESTRICTIVE COVENANT**

The Company is in the business of providing various services including services in the computer software and information technology area. By signing this agreement, you acknowledge that:

- a. The Company's services are highly specialized.
- b. The identity and particular needs of the Company's customers are highly confidential and must be kept that way.
- c. The Company has a proprietary interest in its customer list and relationships.
- d. Documents and other information regarding Company's services, pricing and costs, as well as information pertaining to Company's customers, including but not limited to identity, location, service requirements and charges to the customer are highly confidential and constitute trade secrets.

You shall also during the tenure of your employment with the Company not engage yourself either directly or otherwise or carry out either by yourself or through any other person or entity any work, take assignment or contract for development or maintenance of computer software, or any such



**DOCUMENTATION REQUIRED**

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of this Letter of Offer
- Undated cheque from your bank account in the name of the Company for Rs.1,50,000.00
- 2 copies of your recent passport size photograph with white background.  
Attested copies of the following:
  - Proof of age
  - SSC/HSC or equivalent examination mark sheets
  - Diploma / Degree for all the Semesters / Years or Passing Certificate
  - Passport / Voter ID card / Ration Card.
  - Two / Four wheeler Driving License.
  - Pan card & AADHAAR card (If Any)
  - Medical Fitness Certificate detailing medical history of last 3 years

You are requested to note that our offer is subject to your submitting the above documents. According to the standard practice of our Company, you will treat the above terms of this Letter of Offer as confidential.

We are enthusiastic and pleased that you are going to be a part of our organization. To accept this offer of employment, you will need to sign this offer letter and send or courier the offer of employment forms to the indicated address within 14 business days from the date of this letter.

All additional pre-employment documentation provided to you must be completed and returned on your start date. We look forward to your joining the Company.

Please reach out to us at 022-28574118 or at [hr@neebal.com](mailto:hr@neebal.com), if you need further directions.

Sincerely,

*Sanjeev Cabral*

Authorized Signatory  
Neebal Technologies Pvt. Ltd.

Enclosed: Annexure A of the offer (as applicable to you)  
I have read, understood and agreed to the terms and conditions as set forth in this offer letter and the Annexure to the same.

MADDULA VENKATA JYOSHNA  
(Your Signature)  
Date: {{Date}}  
Location: {{Location}}



B-007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072.  
T +912228574118 . E [contact@neebal.com](mailto:contact@neebal.com) . W [www.neebal.com](http://www.neebal.com)

Neebal Technologies Pvt .Ltd

CIN U74120MH2012PTC226006

*M. V. Jyoshna*  
PRINCIPAL  
NARASARASPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PET - 522 601,  
Guntur (Dist.), A.P.

**Annexure B**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure B is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

NAME	Maddula Venkata Jyoshna	
DESIGNATION	Trainee Software Engineer	
BAND	Band 1	
COMPONENTS	Per Month (INR)	Per Annum (INR)
Basic Allowance	₹18,750.00	₹225,000.00
House Rent Allowance	₹9,375.00	₹112,500.00
Leave Travel Allowance	₹750.00	₹9,000.00
Flexi Allowance (Claimable)*	₹1,567.04	₹18,804.50
<b>EARNED GROSS (A)</b>	<b>₹30,442.04</b>	<b>₹365,304.50</b>
Employee Provident Fund	₹1,800.00	₹21,600.00
Professional Tax	₹200.00	₹2,500.00
<b>DEDUCTIONS (B)</b>	<b>₹2,000.00</b>	<b>₹24,100.00</b>
<b>EARNED NET (A-B)</b>	<b>₹28,442.04</b>	<b>₹341,204.50</b>
Performance Bonus (Variable) (C)	₹3,750.00	₹45,000.00
<b>TOTAL GROSS (A+C)</b>	<b>₹34,192.04</b>	<b>₹410,304.50</b>
<b>ADDITIONAL BENEFIT (D)</b>	<b>₹3,307.96</b>	<b>₹39,695.50</b>
<b>COST TO COMPANY (A+C+D)</b>	<b>₹37,500.00</b>	<b>₹450,000.00</b>

The duration of accrual of your annual variable component will be based on your performance in the training program as well as your probation period. The maximum duration of accrual is 3 years.

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

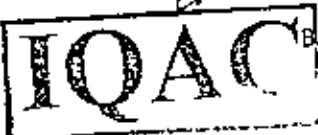
*M. Jyoshna*  
\* PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Neebal Technologies Pvt .Ltd

B1 - 007, 'Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

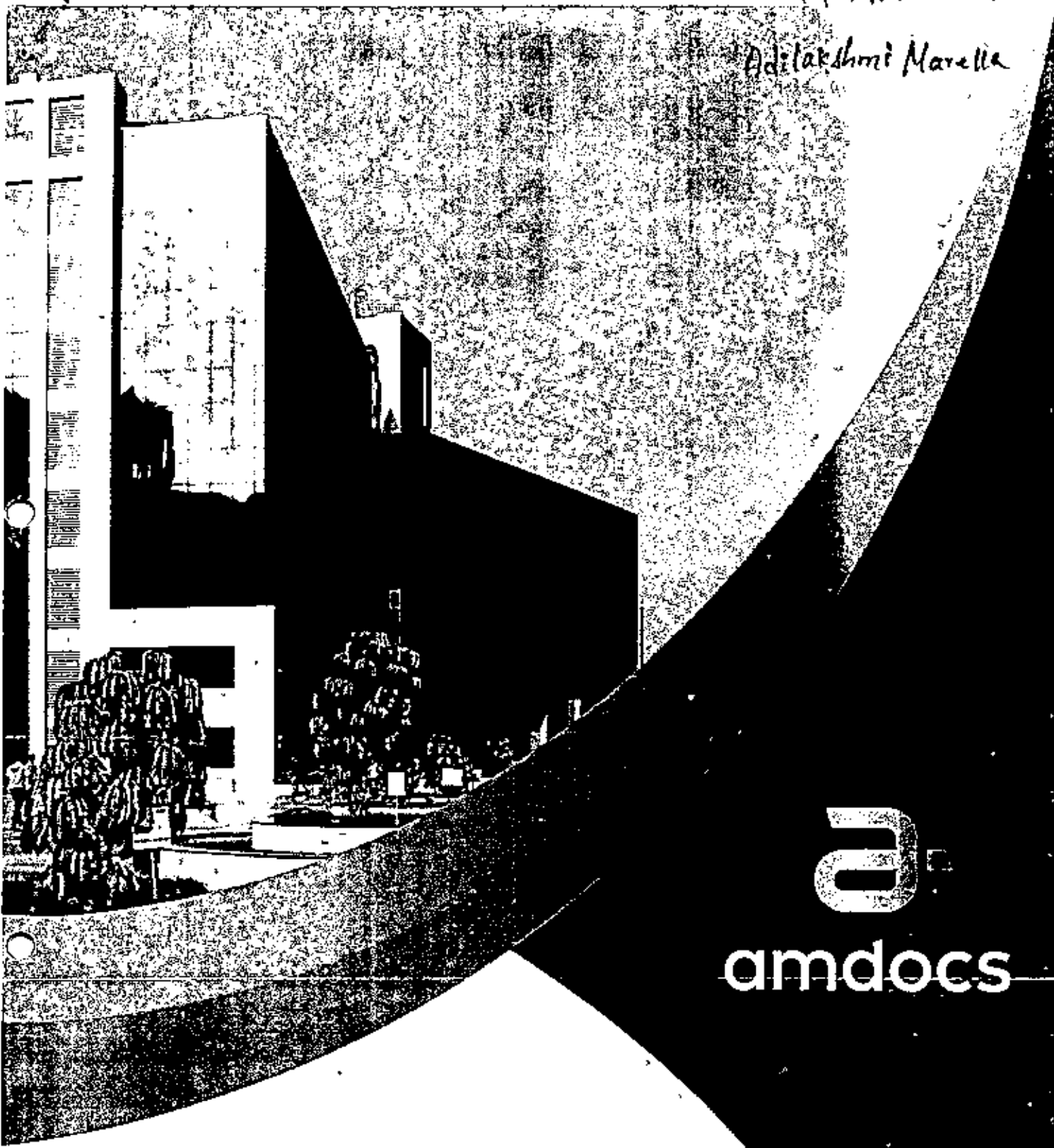
T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006



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Adilakshmi Marella



amdocs

# EMPLOYMENT AGREEMENT

**IQAC**

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA  
Guntur (Dist.)





*Dear Adilakshmi,*

*Congratulations on your offer and welcome to Amdocs!*

*We are very excited to have you on board.*

*You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.*

*We are hopeful you will find your time with us to be challenging and fulfilling!*

*Please feel free to reach out to us with any questions.*

## WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



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






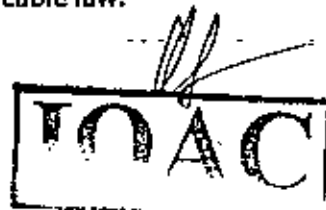
Date: November 25, 2022  
 Ms. Adilakshmi Marella

### Employment Agreement

We are pleased to confirm your employment with **Amdocs Development Centre India LLP**. ("Amdocs") under the terms and conditions provided herein, effective as of **July-2023** ("Start Date").

#### Employment Terms, Compensation, Benefits

- |  |  |
|--|--|
| <p>(a) <b>Position</b></p>    | <p><b>Software Engineering Associate</b></p>   |
| <p>(b) <b>Location</b></p>    | <p>Amdocs offices in <b>Pune, India</b>.</p> <ul style="list-style-type: none"> <li>• Domestic and International travel may be required, in accordance with Amdocs' business needs.</li> <li>• Work location may be changed to facilitate Amdocs' business needs.</li> </ul>   |
| <p>(c) <b>Annual Total Remuneration (on a Cost to Company basis) gross</b></p>  | <p><b>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only)</b> gross, divided into the following annual components:</p> <ol style="list-style-type: none"> <li>1. Basic salary - INR 212000.00</li> <li>2. House Rent Allowance - INR 212000.00</li> <li>3. Provident Fund (employer contribution) - INR 25440.00</li> <li>4. Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>• Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>• Annual discretionary salary review, as of <b>July 2024</b> and each year thereafter.</li> </ul> |
| <p>(d) <b>Statutory Bonus</b></p>   | <p>Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.</p>   |
| <p>(e) <b>Gratuity</b></p>    | <p>Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.</p>  |
| <p>(f) <b>Annual Bonus</b></p>    | <ul style="list-style-type: none"> <li>• Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>• Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>   |
| <p>(g) <b>Annual Vacation</b></p>   | <p>To be granted, accrued and used in accordance with Amdocs' policy and applicable law.</p> <p>You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.</p>   |
| <p>(h) <b>Annual Sick Leave</b></p>   | <p>To be granted, accrued and used in accordance with Amdocs' policy and applicable law.</p>   |



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- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (j) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.



- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon **30 days'** prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a **90 days'** prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the





relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

#### 5. Miscellaneous and Additional Conditions

- (a) **Work Permit.** Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) **Monitoring.** To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, Internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) **Background Checks.** Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) **Entire Agreement.** The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) **Offset.** Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) **Severability.** If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) **Governing Law and Jurisdiction.** This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.



*M. K.*  
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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.





Please Indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with **Priyanka Jadhav**.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

**Authorized Signatory**  
**Amdocs Development Centre India LLP.**

**Date: 11/25/2022**

I, the undersigned, **Adilakshmi Marella**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understating of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

M. Adilakshmi  
Signature

29/03/2023  
Date



*M. Marella*  
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(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.





## Exhibit A

### Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

This Confidentiality, IP Assignment, Non-Competition and Non-Solidtation Agreement ("**Agreement**") is entered into between **Amdocs Development Centre India LLP**, ("**Amdocs**"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

### 2. Non-Disclosure of Confidential Information

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of -- Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party -- whether in writing, verbal, digital format or otherwise (collectively, "**Confidential Information**"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

### 3. Intellectual Property Rights

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "**Intellectual Property Rights**"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "**Inventions**" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which





you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



*M. S. R.*  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





### 6. Acknowledgments

You acknowledge and agree that (i) In consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

### 7. Successors; Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

### 8. Modification; Entire Agreement


- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

### 9. Rights and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) Specific Performance. Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.

  
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Guntur (Dist.), A.P.



### 10. Governing Law; Jurisdiction

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

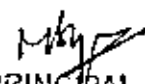
**Amdocs Development Centre India LLP.**

**Ms. Adilakshmi Marella**

  
\_\_\_\_\_  
**Talent Acquisition Manager**

M. Adilakshmi  
**Signature**



  
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**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 601**  
**Guntur (Dist.), A.P.**



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Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174674 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Mairipudi,

This refers to the campus interview that you had attended.


We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in **Annexure-A** and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of **3 (Three) months** from the date of joining.
- δ You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to **Annexure - B** for breakup of your Intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least **2 years** from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

M. Bai Chandana

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [CampusJoining@techmahindra.com](mailto:CampusJoining@techmahindra.com)

This Letter of Intent shall cease to be valid on 30-Jun-2023 or Issue of Offer of Appointment, whichever is earlier.

We look forward to you having a rewarding career with us.


Yours sincerely,  
For Tech Mahindra Limited,



Krishna Ramaswamy

Head - Resource Management Group



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.  
M. Sai Chandana

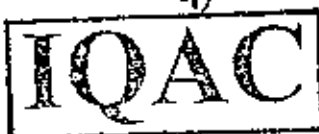
## Annexure - A

### Learning and Certification

Selects to learn the below UdeMy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

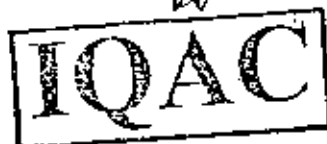
Category	UdeMy Course Name	Course Duration (In Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and jQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



*M. Sai Chandana*  
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*M. Sai Chandana*

**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280965</b>
Total Variable Pay (TVP) (Per Annum) (*)	31221
<b>Total.....(A)</b>	<b>312208</b>
<b>Additional Benefits.....(B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) -----(A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
i) Gratuity : As per Payment of Gratuity Act	
ii) Insurance	
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.  
*M. Sai Chandana*

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear NEELAM BHUVANESWARI,  
 5-698, Vasavi Kalyana Mandapam, Main Road,  
 Gurajala Andhra Pradesh, India.  
 Document ID - 2b829c7d-1fbc-4900-bc41-6964bc07ca5b

Dear NEELAM BHUVANESWARI,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.


On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



NARASARAOPIETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

Signature of Employee:   
 NARASARAOPIETA - 512 691  
 Guntur (Dist.), A.P.

HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 3A, Sector 125, NOIDA - 201304, UP, India  
 t: +91 0120 6120 25000 f: +91 120 4490330

Corporate Identity Number: L74140DL1997PLC046369  
 Registered Office:  
 806 Siddharth, 98, Nehru Place, New Delhi - 110009, India

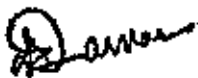
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide Impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

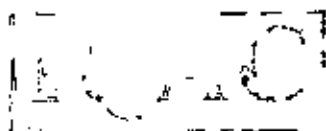


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□


□



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA- 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1891PLC048369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

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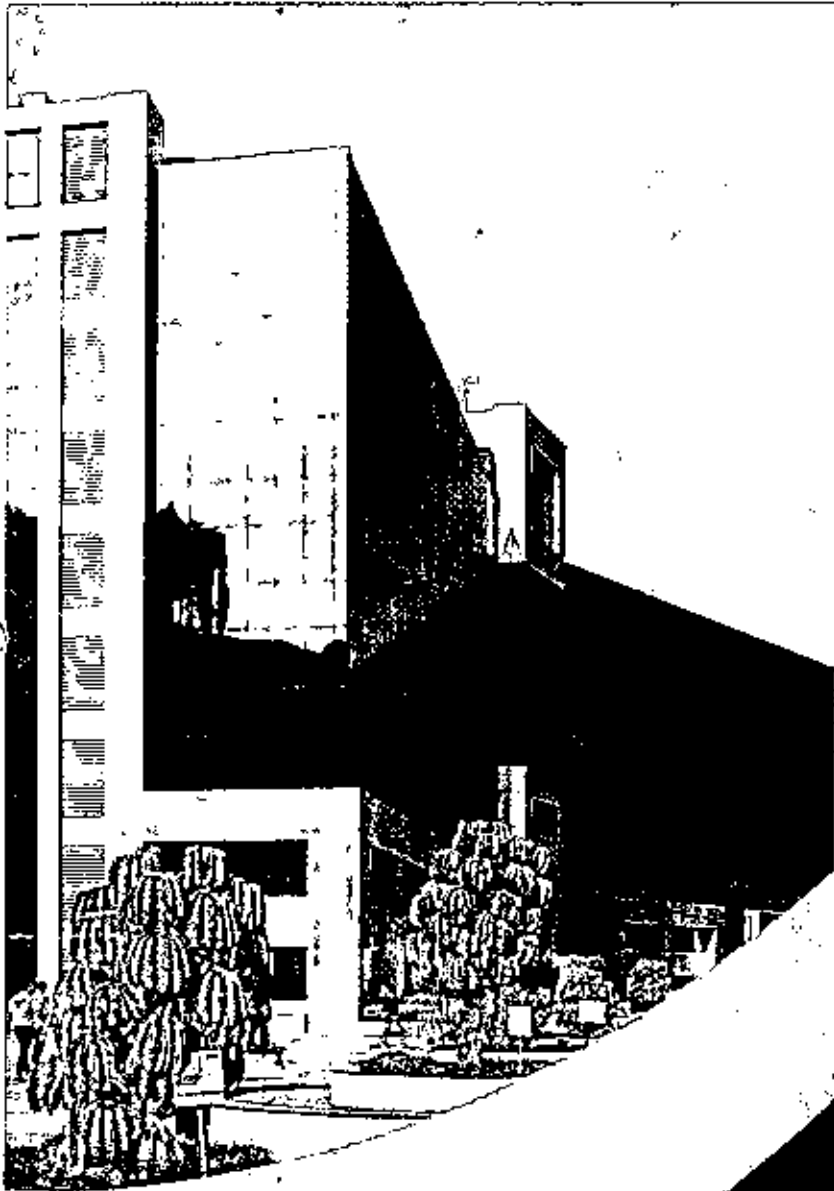
  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

**HCL**



19471A0539

N. B. Sravya



amdocs

# EMPLOYMENT AGREEMENT

*[Handwritten signature]*  
**IQAC**

*[Handwritten signature]*  
NATAPUR  
CHUR











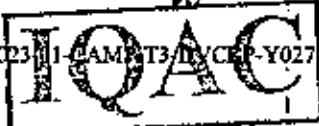
Date: November 25, 2022  
 Ms. Bhanu Sravya Nissankarao


### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023("Start Date").

#### 1. Employment Terms; Compensation; Benefits

(a)  Position	Software Engineering Associate
(b)  Location	<p>Amdocs offices in Pune, India.</p> <ul style="list-style-type: none"> <li>Domestic and International travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	<p>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:</p> <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in {January}{November}, and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	<p>To be granted, accrued and used in accordance with Amdocs' policy and applicable law.</p> <p>You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.</p>
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

2023-11-CAMPE3-DC/CEP-Y027 0-2  


  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.



- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships, if you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

2023-01-GAM-13-DVGI-P-Y02710-4



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA, 522 203



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022


I, the undersigned, **Bhanu Sravya Nissankararao**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

N. B - Sravya  
Signature

29/03/2023  
Date



2023-01-CAMP-T3-DVCI-P-Y02710-6

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.





you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.


#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



2023-01-CAMP-T3-DVCI-P-Y02710-8

*M. S. Pringal*  
PRINGAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA -  Guntur (Dist.), A.P.



**10. Governing Law; Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.



Amdocs Development Centre India LLP.

Ms. Bhanu Sravya Nissankararao

  
\_\_\_\_\_  
Talent Acquisition Manager

N. B. Sravya  
Signature



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 232  
Guntur (Dist.), A.P. 

19471A0541

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear PAMIDALA ROHITHA,  
1-141, NEAR Sahithya School, Karampudi,  
Andhra Pradesh, India.  
Document ID - 2b829g7d-1gbf-4900-bg41-6964bc07ga5b

Dear PAMIDALA ROHITHA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.


You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



  
HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, Noida - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4880330

Corporate Identity Number: L7410DL1991PLC046369  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110009, India

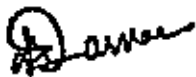
  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTOMATICALLY)  
NARASARAOPETA - 522 601  
Guntur (Dist) A.P.  
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that In case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide Impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□

□



2

Signature of Employee  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



19-545



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Pathan Rafiya

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 18000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp-Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogeteservices.com](http://www.cogeteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A0546

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear PATHURI NAGA DATTA SAI SYAM SASHANK,  
'19-82, NEAR SRI CHAITANYA COLLEGE, CHILAKALURIPET,  
Andhra Pradesh, India, 522601  
Document ID - 2d829f7d-1fdf-4900-bd41-6964dc07fa5b

Dear PATHURI NAGA DATTA SAI SYAM SASHANK,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 125, Noida - 201304, UP, India  
t: +91 0120 6120 26000 f: +91 0120 4580330

Corporate Identity Number: L7440DL299PLC046369  
Registered Office:  
806 Siddharth, 85, Nehru Place, New Delhi - 110009, India

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19-547



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear P.Naveen

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636345

W: [www.cogenteservices.com](http://www.cogenteservices.com)



*M. K.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20223862489/Hyderabad**  
**Date: 24/11/2022**

Ms. Naga Hemika Pusapati  
 16-680/2 Back Side Of Mamatha Hospital,,  
 Guntur,  
 Piduguralla-522413,  
 Andhrapradesh.  
 Tel# 91-8688609605

Dear Naga Hemika Pusapati,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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Tata Consultancy Services Limited

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

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 Guntur (Dist.), A.P.



## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

- You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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TCS ID: 2022386248942

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

#### 9. Confidentiality Agreement

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

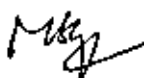
#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

  
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#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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

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## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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**Withdrawal of Offer**

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

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 & AIP



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

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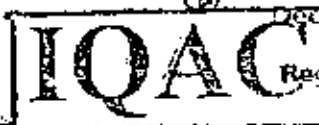
Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024.</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHS, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201 309,UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</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 Limited, Eospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telkara, Maharashtra 441108,</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 ,Kariyavattom P.O, Trivandrum - 695581, India</p>	

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## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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

With CC as indicated in the above

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

**8. Restriction on Associate's Rights**

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

**9. No License**

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

*[Handwritten Signature]*

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(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.

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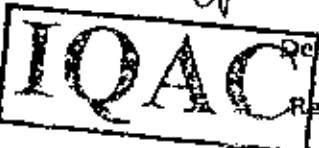
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hcltech.com

# HCLTech

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear PUSUNURI SIVA SANKAR,  
9-82, NEAR PANCHAYAT OFFICE, KARAMPUDI,  
Andhra Pradesh, India, 522601  
Document ID - 2f829f7d-1fff-4900-bf41-6964fc07fa5b

Dear PUSUNURI SIVA SANKAR,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, Noida - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1991PLC046369  
Registered Office:  
806 Siddharth, BG, Nehru Place, New Delhi - 110009, India

Signature of Employee:

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## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear R.Shoba Rani

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on **+91 9703636346** or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

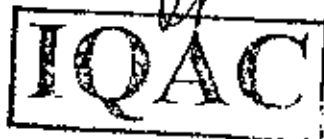
Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Dpp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAPETA - 522 601  
Guntur (Dist.), A.P.



19471A0551

R. Manohar.

**Neebal**  
Technologies

NTHR/22-23/V515

Date-11th November 2022

To,  
Manohar Ramisetty  
House No : 1-1046  
NTR colony 7th line  
Chitakaluripeta, Palnadu  
522616, Andhrapradesh

Dear Manohar,

**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a six-month probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation



Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

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(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.

For all Engineers - OCPJP

On successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal for which a suitable written communication will be issued in your favour.

#### **BENEFITS, INCREMENT AND PROMOTION**

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company. You will receive the remuneration defined in Annexure A during the probation period.

After successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal and your annual all inclusive Cost To Company (CTC) will be incremented as per Annexure B.

Your annual variable component will be based on your performance rating accrued to you by your supervisors and the feedback of our clients. Neebal follows a rating system of 1-5. Variable amount will be paid out after completing 3 years of employment bond.

You will be eligible for your next annual increment in **April 2025**.

You will be responsible to plan for appropriate tax savings, the satisfactory proof of which will be submitted to us well in time or else the applicable taxes will be deducted from your monthly salary. A complete breakup of your salary structure is defined in Annexure B.

#### **MINIMUM SERVICE PERIOD**

Neebal has invested and continues to invest a large sum of money in creating and maintaining world-class facilities to ensure the growth and development of its employees by making available to them continuous learning/training programs, access to the latest books and periodicals that are published globally, providing them with the latest hardware gadgets and software tools that are available, etc. and as such expects each of its employees to work a minimum no. of **30 months** (excluding probation period of 6 months) with Neebal failing which, you will be liable to pay Neebal a sum of **INR 1,50,000.00 (Rupees One Lakh Fifty Thousand Only)**. A non-dated cheque of the above-mentioned amount will be required to be submitted by you on your first day of employment favoring Neebal Technologies Pvt. Ltd. that will remain in the custody of Neebal and will be returned to you on your completion of the said minimum period of service as mentioned above.

#### **TRANSFER**

Neebal reserves the right to transfer your services at any of its offices, work-sites, associates or affiliate companies including at its client's location anywhere within or outside India, on the terms and conditions as applicable to you at the time of transfer.

#### **CONDUCT**

You shall not at any time engage in or be concerned with or become interested, directly or indirectly in any business (including that of Neebal's customers), work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business (The Company is the sole judge thereof). You shall be governed by all rules, regulations and policies of the Company. You will be liable to pay the service agreement fee if your services are terminated on

  
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NARASARAOPETA - 522 687.

Guntur (Dist.), A.P.

the grounds of noncompliance with policies or non-performance during the service agreement period.

#### **WORKING HOURS**

The default working days in the probation period in Neebal is from Monday to Saturday and employees are required to complete 54 hours of billable or approved work in that week.

Post confirmation working days would be from Monday to Friday and employees are required to complete 45 hours of billable or approved work in a week.

#### **ALTERNATE EMPLOYMENT**

As a full-time employee of Neebal, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the prior written permission of Neebal.

#### **LEAVE**

You will be eligible for a total of 12 of earned leaves on completion of every year of your service.

#### **UNAUTHORIZED ABSENCE**

Your unauthorized absence from the job for a continuous period of more than three (3) working days will be treated as absconding from duty, and in the event of your not reporting for job within 10 days from the date of absence, the same would be treated as "Your voluntary abandonment of the job" and it shall be deemed that you are no longer interested in working and have abandoned the job on your own accord. Neebal will then have a right to initiate legal proceedings against you.

#### **TRADE SECRETS AND CONFIDENTIAL INFORMATION**

During the term of your work, you may have access to and become familiar with various trade secrets and confidential information belonging to the Company, its affiliates and its customers. You shall acknowledge that such confidential information and trade secrets are owned and shall continue to be owned solely by the Company, its affiliates and its customers, as the case may be. You shall agree not to use, communicate, reveal or otherwise make available such information for any purpose whatsoever or to divulge such information to any person, partnership, corporation or entity other than those expressly designated by the Company unless such employee is compelled to disclose it by judicial process.

#### **RESTRICTIVE COVENANT**

The Company is in the business of providing various services including services in the computer software and information technology area. By signing this agreement, you acknowledge that:

- a. The Company's services are highly specialized.
- b. The identity and particular needs of the Company's customers are highly confidential and must be kept that way.
- c. The Company has a proprietary interest in its customer list and relationships.
- d. Documents and other information regarding Company's services, pricing and costs, as well as information pertaining to Company's customers, including but not limited to identity, location, service requirements and charges to the customer are highly confidential and constitute trade secrets.




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You shall also during the tenure of your employment with the Company not engage yourself either directly or otherwise or carry out either by yourself or through any other person or entity any work, take assignment or contract for development or maintenance of computer software, or any such package or products belonging to or owned or possessed by any individual or group of individuals or entity even outside your normal working hours with the Company.

You will not directly or indirectly solicit, take up employment or transact any sort of business directly or indirectly with any person, company, firm, or corporation which is or was the customer of the Company on behalf of yourself or any other person, firm, company or corporation, for a period of one (1) year after this job appointment has been terminated for any reason, regardless of whether the termination is initiated by the Company or Yourself.

#### **TERMINATION AND NOTICE PERIOD**

The Company shall have the right to terminate your employment, without any notice, in the event of any of the following:

1. Breach of any of the conditions of this agreement; and any other rules made applicable to you in respect of your employment with us.
2. Violation on your part of the Company's rules with regard to the authenticity and information declared at the time of joining the Company.
3. Any misconduct on your part;
4. Failure to carry out any of your duties and obligations.
5. Undisciplined and/or immoral code of conduct
6. Any breach of trust or confidentiality of any sort from your side.

During the period of probation, Neebal Technologies Pvt. Ltd. alone has the right to terminate the contract of employment.

After completion of the said probation and confirmation thereof, Neebal Technologies Pvt. Ltd. has the right to terminate the contract of employment by giving 30 days notice to that effect in writing or salary in lieu thereof. The right to terminate the contract of employment can be exercised by you upon giving at least 90 Days' notice to that effect in writing.

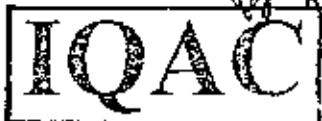
The 'Non Disclosure' and 'Maintenance of Business Secrecy' as defined and narrated above shall survive even after the termination of this agreement.

#### **DISPUTE**

Any dispute between yourself and the company concerning with or relating to or arising out of this contract shall be subject to the jurisdiction of and be determined by a court of competent jurisdiction in Greater Mumbai only.

#### **EMPLOYMENT VERIFICATION**

The Company reserves the right to verify your documents and background through internal or external agencies. These may include your current / previous employment history, educational / professional credentials, medical history and other background checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "DOCUMENTATION REQUIRED". If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment. When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate



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WARASARAPETA - 522 601

Guntur (Dist.), A.P.

the details that you have earlier provided to the Company, in advance of initiating appropriate action. In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

**DOCUMENTATION REQUIRED**

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of this Letter of Offer
  - Undated cheque from your bank account in the name of the Company for Rs.1,50,000.00
  - 2 copies of your recent passport size photograph with white background.
- Attested copies of the following:
- Proof of age
  - SSC/HSC or equivalent examination mark sheets
  - Diploma / Degree for all the Semesters / Years or Passing Certificate
  - Passport / Voter ID card / Ration Card.
  - Two / Four wheeler Driving License.
  - Pan card & AADHAAR card (If Any)
  - Medical Fitness Certificate detailing medical history of last 3 years

You are requested to note that our offer is subject to your submitting the above documents. According to the standard practice of our Company, you will treat the above terms of this Letter of Offer as confidential.

We are enthusiastic and pleased that you are going to be a part of our organization. To accept this offer of employment, you will need to sign this offer letter and send or courier the offer of employment forms to the indicated address within 14 business days from the date of this letter.

All additional pre-employment documentation provided to you must be completed and returned on your start date. We look forward to your joining the Company.

Please reach out to us at 022-28574118 or at [hr@neebal.com](mailto:hr@neebal.com), if you need further directions  
Sincerely,

*Divya Gupta*

Authorized Signatory  
Neebal Technologies Pvt. Ltd

Enclosed: Annexure A of the offer (as applicable to you)

*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Neebal Technologies Pvt Ltd

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CIN U74120MH2012PTC226006

I have read, understood and agreed to the terms and conditions as set forth in this offer letter and the Annexure to the same.

MONOHAR RAMISETTY

(Your Signature)

Date: {{Date}}

Location: {{Location}}

*M. Raju*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601,

Guntur (Dist.), A.P.

*OK*



Neebal Technologies Pvt .Ltd

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**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	Manohar Ramisetty	
<b>DESIGNATION</b>	Trainee Software Engineer	
<b>BAND</b>	1	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹86,400.00
Earned Gross Salary	₹14,400.00	₹86,400.00
TDS (10%)	₹1,600.00	₹9,600.00
<b>Cost to Company</b>	<b>₹16,000.00</b>	<b>₹96,000.00</b>

*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



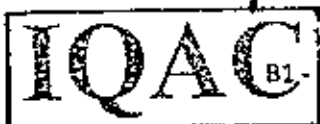
**Annexure B**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure B is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

NAME	Manohar Ramisetty	
DESIGNATION	Trainee Software Engineer	
BAND	Band 1	
COMPONENTS	Per Month (INR)	Per Annum (INR)
Basic Allowance	₹18,750.00	₹225,000.00
House Rent Allowance	₹9,375.00	₹112,500.00
Leave Travel Allowance	₹750.00	₹9,000.00
Flexi Allowance (Claimable)*	₹1,567.04	₹18,804.50
<b>EARNED GROSS (A)</b>	<b>₹30,442.04</b>	<b>₹365,304.50</b>
Employee Provident Fund	₹1,800.00	₹21,600.00
Professional Tax	₹200.00	₹2,500.00
Food Coupon	₹0.00	₹0.00
<b>DEDUCTIONS (B)</b>	<b>₹2,000.00</b>	<b>₹24,100.00</b>
<b>EARNED NET (A-B)</b>	<b>₹28,442.04</b>	<b>₹341,204.50</b>
Performance Bonus (Variable) (C)	₹3,750.00	₹45,000.00
<b>TOTAL GROSS (A+C)</b>	<b>₹34,192.04</b>	<b>₹410,304.50</b>
<b>ADDITIONAL BENEFIT (D)</b>	<b>₹3,307.96</b>	<b>₹39,695.50</b>
<b>COST TO COMPANY (A+C+D)</b>	<b>₹37,500.00</b>	<b>₹450,000.00</b>

The duration of accrual of your annual variable component will be based on your performance in the training program as well as your probation period. The maximum duration of accrual is 3 years.

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC




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*M. S. Srinivasan*  
MANOJRAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.


  
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**IQAC**

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear SATTENAPALLI VENKATESH,  
11-92, NEAR SRI VIDYA COLLEGE, PIDUGURALLA,  
Andhra Pradesh, India, 522601  
Document ID - 2g829f7d-1fgf-4900-bg41-6964gc07fa5b

Dear SATTENAPALLI VENKATESH,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 0120 4680330

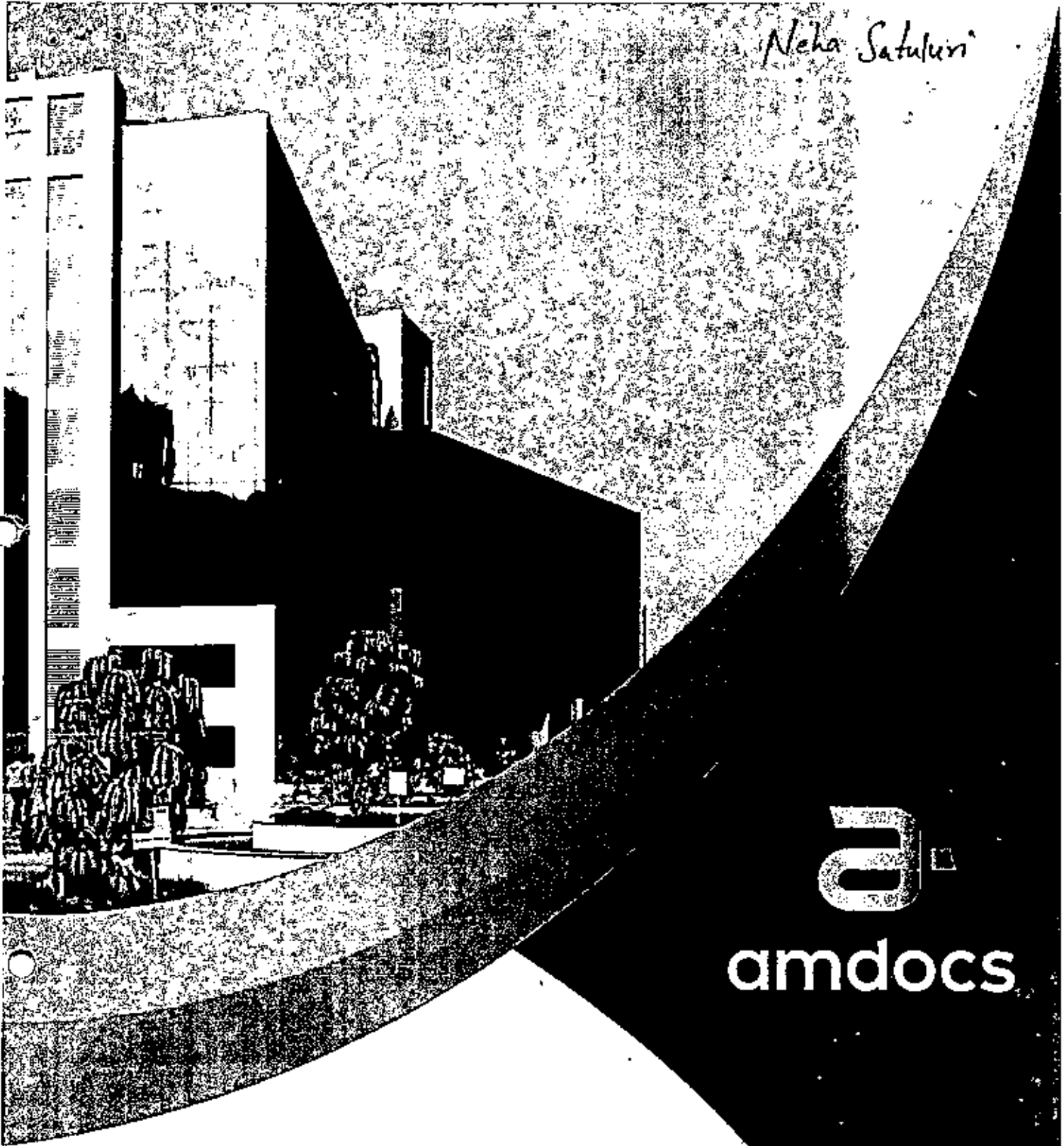
Corporate Identity Number: L74100DL1991PLC046369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

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Neha Satuluri



amdocs

EMPLOYMENT  
AGREEMENT

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(AUTO)  
NARASARAOPETA  
Guntur (Dist.)



Dear **Neha**,

*Congratulations on your offer and welcome to Amdocs!*

*We are very excited to have you on board.*

*You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.*

*We are hopeful you will find your time with us to be challenging and fulfilling!*

*Please feel free to reach out to us with any questions.*

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment; Non-Competition and Non-Solicitation Agreement



*[Signature]*  
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Guntur (Dist.), A.P.













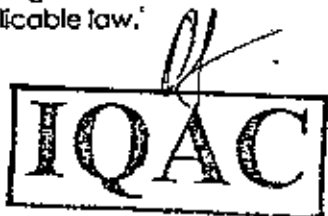
Date: November 25, 2022  
Ms. Neha Satuluri


### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

#### Employment Terms Compensation Details

- (a) **Position**  Software Engineering Associate
- (b) **Location**  Amdocs offices in Pune, India.
  - Domestic and international travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c) **Annual Total Remuneration (on a Cost to Company basis) gross**  INR 530,000.00 [Five Lakh Thirty Thousand Rupees Only] gross, divided into the following annual components:
  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d) **Statutory Bonus**  Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e) **Gratuity**  Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f) **Annual Bonus** 
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g) **Annual Vacation**  To be granted, accrued and used in accordance with Amdocs' policy and applicable law.  
You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h) **Annual Sick Leave**  To be granted, accrued and used in accordance with Amdocs' policy and applicable law.



  
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- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

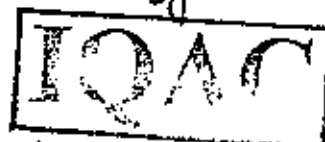
Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities); third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.





- (h) No Restrictions. You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) Supporting Documents. You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) Confidentiality of this Agreement. You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon **30 days'** prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a **90 days'** prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the



relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

#### 5. Miscellaneous and Additional Conditions

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.







Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with **Priyanka Jadhav**.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

**Authorized Signatory**  
**Amdocs Development Centre India LLP.**

**Date: 11/25/2022**

I, the undersigned, **Neha Satuluri**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understating of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

S. Neha.  
Signature

29/03/2023  
Date



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



## Exhibit A

### Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("**Agreement**") is entered into between Amdocs Development Centre India LLP. ("**Amdocs**"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

### Consideration

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

### 2. Non-Disclosure of Confidential Information

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of – Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party – whether in writing, verbal, digital format or otherwise (collectively, "**Confidential Information**"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

### 3. Intellectual Property Rights

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "**Intellectual Property Rights**"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "**Inventions**" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which





you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

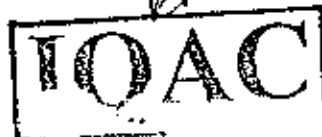
Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





amdocs

### Acknowledgments

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

### 7. Successors; Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

### 8. Modification; Entire Agreement

(a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.

(b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.

(c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

### 9. Rights and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

(a) Specific Performance. Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.

(b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.

(c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



### 10. Governing Law; Jurisdiction

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.


Ms. Neha Satuluri

Talent Acquisition Manager

S. Neha.

Signature



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



19471A0554

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear SEELAM SATYA VATHI,  
101-2, NEAR SRI HARSHA HOSPITAL, REPALLE,  
Andhra Pradesh, India, 522601  
Document ID - 2h829f7d-1fhf-4900-bh41-6964hc07fa5b

Dear SEELAM SATYA VATHI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexe(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

PRINCIPAL

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 128, NOIDA - 201304, UP, India  
t: +91 0120 6120 26000 f: +91 120 4690330

Corporate Identity Number: L74140DL1951PLC048363  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A05505

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear SHAIK ABDULSALAM,  
15-98-4, NEAR NARAYANA COLLEGE, PODILI,  
Andhra Pradesh, India, 522601.  
Document ID - 21829f7d-1f1f-4900-b141-6964ic07fa5b

Dear SHAIK ABDULSALAM,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

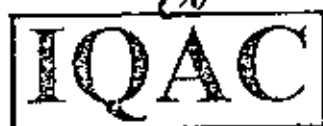
You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

*MSK*  
PRINCIPAL

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 128, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1997PLC040369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

NARASARAOPETA ENGINEERING COLLEGE  
(A-ECOE-ETIS)  
NARASARAOPETA : 522 601,  
Guntur (Dist.), A.P.



19471A0556  
Sk. Allabakshu  
CSE-A, 2<sup>nd</sup> year

Offer: Computer Consultancy  
Ref: TCSL/DT20223239831/Hyderabad  
Date: 24/11/2022

Mr. Allabakshu Shaik  
1-329 Mazid-Bazar,  
Mazid,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel# 91-9182437470

Dear Allabakshu Shaik,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20223239831

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601.

Guntur (Dist.), A.P.







## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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**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

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

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

*M. K.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 XIth, 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 080

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

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





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

#### 9. Confidentiality Agreement

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


#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

  
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#### TATA CONSULTANCY SERVICES

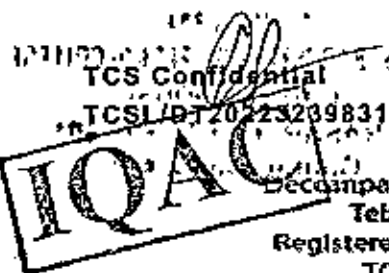
Tata Consultancy Services Limited

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

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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





#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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,

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Tata Consultancy Services Limited

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Guntur (Dist.), A.P.



## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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## TATA CONSULTANCY SERVICES

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Principal

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**Withdrawal of Offer**

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

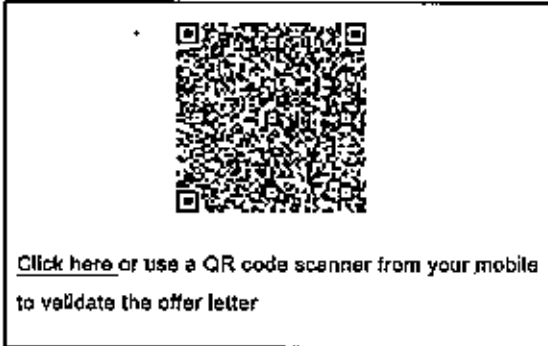
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter

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

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TCSL/DT20223239834

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Guntur (Dist.), A.P.



**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

Plot No. 1, Software Units Layout, Madhapur, Hyderabad 500 081 India  
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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



**Annexure 2**

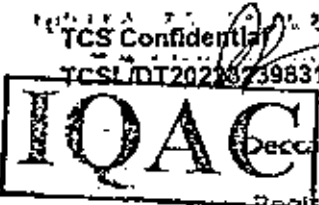
<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # A1, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabapipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI -- Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawaal Pahar, Gurgaon - 122003, Haryana</p>	<p><b>DELHI -- Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201 309, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Manakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 251 &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 Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</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, Kariyavattom P.O. Trivandrum - 695581, India</p>	

3. 10.03.2022

*Handwritten Signature*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

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





## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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

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**IQAC**

### TATA CONSULTANCY SERVICES

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*M. Jay*  
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(AUTONOMOUS)  
NARASARAOPETA - 522 604,  
Guntur (Dist.), A.P.





(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

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

#### 9. No License

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

  
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**TATA CONSULTANCY SERVICES**

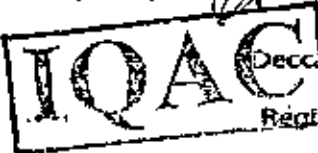
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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(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.

*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET 522 601,  
Guntur (Dist.), A.P.

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**TATA CONSULTANCY SERVICES**  
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Head Office: Park Road, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



19471A0557

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear SHAIK MANNEPALLI FARDHIN BASHA,  
102-62, NEAR SRI CHURCH, KESANAPALLI,  
Andhra Pradesh, India, 522601  
Document ID - 2j829f7d-1fjf-4900-bj41-6964jc07fa5b

Dear SHAIK MANNEPALLI FARDHIN BASHA,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexe(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, Noida- 201304, UP, India  
t: +91 0120 6120 25000 e: +91 120 4680330

Corporate Identity Number: L74140DL1921PLC048369  
Registered Office:  
BDS Siddharth, 86, Nehru Place, New Delhi - 110009, India

Signature of Employee:

A handwritten signature in black ink, appearing to be "M. S. S.", written over a horizontal line.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

The HCLTech logo, consisting of the letters "HCL" in a stylized font with a blue and green color scheme, followed by "Tech" in a smaller font.

NARASARAOPETA - 522 601.

Guntur (Dist.), A.P.

Sk. Thameem Ansari

IV CSE-A

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WELCOME TO APPS ASSOCIATES

LETTER OF INTENT

apps associates

PRINCIPAL  
NARASARAOPET ENGINEERING COLLEGE  
NARASARAOPET, A.P.

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Sk. Thameem Ansari

Dear Shaik Thameem Ansari,

Congratulations! Welcome to Apps Associates family!

With reference to your application and subsequent discussions, we are pleased to offer the "Letter of Intent" as per details given below:

- You will be designated as Associate Trainee, based at Hyderabad, India. You may be required to work in any of our establishments within India as per organization requirement from time to time.
- Your annual total compensation will be of INR 6,00,000/- (Six Lakh Rupees only) all inclusive. During the first 2 years of employment with us, your compensation will be reviewed & increased for every 6 months subject to your performance. Post completion of 2 years, you will be aligned to regular yearly appraisal policy.
- You will be under the probation period for one year with a 2-year Service Level Agreement.
- The letter of intent is valid subject to your completion of your academic courses with minimum 70% aggregate & above as specified at time of your selection.
- Kindly note that this is only the "Letter of Intent" and we will issue a detailed Appointment Letter on final confirmation and the day of joining.

Wishing you all the best and looking forward to meet you. For any assistance please reach us @9180017377 / campus\_hiring@appsassociates.com

Best Regards,

Talent Acquisition Team

IQAC

EXTREME EXPERTISE

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear SUNKARA VAMSI KRISHNA,  
5-658, NEAR POST OFFICE, GUNTUR,  
Andhra Pradesh, India, 522601  
Document ID - 2h829f7d-1fhf-4900-bh41-6964hc07fa5b

Dear SUNKARA VAMSI KRISHNA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee In band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee: 

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.



**PEPSICO**  
PRIVATE AND CONFIDENTIAL

July 6, 2023

Naga Mounika Tadepalli  
11-10-4, RamniredhypetNarasaraopet, Andhra Pradesh 522601  
India

Dear Naga Mounika Tadepalli,  
It is indeed a pleasure to welcome you to **PepsiCo Global Business Services India LLP** ("The Organization") as an integral member of the team. We look forward to working together towards achieving PepsiCo's vision, to be the global leader in convenient foods and beverages by winning with purpose.

This is to confirm our offer to you for the position of **Senior Executive - Data & Analytics**, to be based at **Hyderabad -IND**. Please find enclosed a copy of our offer to join. Please review the same and agree to the terms & conditions stated online, once you join us, for our records.

Please do not hesitate to contact us if there is anything we can do to ensure that your transition to our Organization is as smooth as possible.

Regards,



**Avantika Susan Nigam**  
Head of HR

Enclosure: Appointment letter

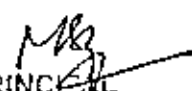
**PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP**

*(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786*

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

(such amount, the "Earned sign-on cash bonus"), (ii) you will promptly repay PepsiCo any portion of the sign-on cash bonus already paid to the extent it exceeds the Earned sign-on cash bonus and (iii) you will forfeit any unpaid portion of the sign-on cash bonus.

### 3. Medical:

You and your immediate family members, consisting of spouse, dependent children, will be covered under the Organization medical scheme on any hospitalization subject to a limit of Rs. 5,00,000 (governed by the Medical Insurance Policy.)

### 4. Annual Leave:

You are entitled to Annual leave in accordance with Organization policy.

### 5. Termination:

Your services with the Organization can be terminated by either side, without assigning any reason, by giving 60 (sixty) days' notice in writing ("Notice Period"). Upon resignation, you will be required to serve the full Notice Period. Any leave taken during Notice Period will be added to the Notice Period. The Organization reserves the right to terminate employment of an employee, for any reason whatsoever, by giving notice as applicable or 'Basic Pay' in lieu of the notice period as applicable, for the level. In case of gross misconduct, negligence, fraud, embezzlement or misappropriation, employment may be terminated by the Organization forthwith without any notice or compensation in lieu thereof.

### 6. Non-Disclosure:

You acknowledge and agree that unauthorized disclosure of the confidential information or trade secrets of the Organization or any of its affiliates would cause irreparable loss and damage to Organization, and that you shall, besides being liable to be terminated of your employment on this account, will also be liable to be proceeded against for such relief, including but not limited to, damages.

### 7. Non-Compete:

In signing this Offer and Appointment letter, you agree that during the period of twelve (12) months following the termination of this agreement, you shall not:

(a) Provide services for or be employed by, whether as an employee, director, consultant or otherwise, any entity that materially competes with beverage or snacks business of the Organization, or any entity associated or affiliated with the above businesses, in the U.S., India, Thailand, or any other countries with respect to which you have performed services for the Organization or any of its affiliates.

(b) Solicit or endeavor to entice away from the Organization or any of its affiliates any employee, or any other person engaged by the Organization or its affiliates, (whether or not such a person would commit any breach of contract by reason of leaving the service of the Organization or its affiliates), or any customer of the Organization or its affiliates.

(c) Disclose to any unauthorized person or persons or misuse confidential information or trade secrets of the Organization or any of its affiliates.

### 8. Termination Payments:



*my*  
PRINCIPAL  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

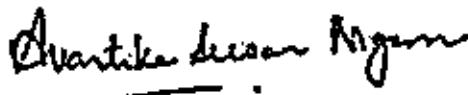
14. The Organization conducts background checks on all new employees. All employment confirmation is subject to satisfactory completion of the background verification.

**15. Acceptance:**

You have read, understood and accepted the conditions of your employment outlined above. By clicking "Accept" at the next prompt, you will be electronically accepting the terms and conditions of this Letter of Understanding, thereby acknowledging and confirming that you have read and understand the terms and conditions contained herein. You thereby agree to all of the terms and conditions contained therein, including any additional policies, agreements, and addendums located on pages following this signed letter. Furthermore, you are aware that by affixing your electronic signature, it is a legally binding equivalent of your handwritten signature and that in future you may not repudiate the meaning of your electronic signature.

We are happy to welcome you to our Organization and look forward to you building a mutually beneficial long-term association with the Organization.

Regards,



**Avantika Susan Nigam**  
Head of HR

**PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP**


*(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786*

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy.

Telangana 500075. Tel: +91 40 7136 9000



**IOAC**



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Signed by Naga Mounika Tadepalli | nagamounikatadepalli@gmail.com | 7/9/2023 12:23:27 PM UTC |

49.43.219.22





Date: 26/04/2023

Dear V Sri Mallika,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
- i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.

- 1.2 You will initially report to Kiran Poojarl, which can subsequently be changed at the sole discretion of the company.

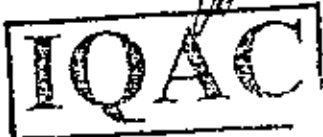
**2. EMOLUMENTS AND TAXES:**

- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 078, India  
Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,  
Corporate Identity Number: U64201DL1997PLC091001



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

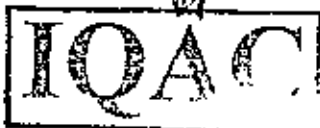
Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
V Sri Mallika-Signature

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India  
Tel: +91 11 4666 6100 Fax: +91 11 4166 6137 E-mail: 121@in.airtel.com,  
Corporate Identity Number: U64201DL1997PLC091001



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Guntur (Dist.), A.P.

**ANNEXURE A:**

Name: V Sri Mallika  
Job Name: Account Manager - SB  
Department: Sales.Emerging Business  
Band: SM  
Designation: Executive  
D.O.J: 09/05/2023

**Proposed Total Cost to Company (TTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I. Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,508</b>
<b>II. Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclin Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>

\*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.  
\*\*Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.  
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.  
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you

Yours faithfully,

*Punita Vema*

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

V Sri Mallika-Signature

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 026 (India)  
Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,  
Corporate Identity Number: U64201DL1997PLC091001



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Guntur (Dist.), A.P.

19-563



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear V.Anusha

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

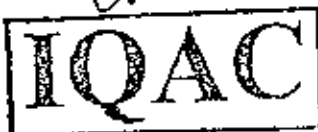
1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



19-568



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear A.Bhavan!

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A0 564



Letter of Intent

November 24, 2022

**Yeluri Purnima Lakshmi**

Narasaraopeta Engineering College, Narasaraopet

**Dear Yeluri Purnima Lakshmi**

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

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



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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A0567



Letter of Intent

November, 24, 2022  
Alhmarla Gayathri  
Narasaraopeta Engineering College, Narasaraopet

**Alhmarla Gayathri**

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED


Monica Mathur

Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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

  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A0569



**Letter of Intent**

November 24, 2022

**Aramanda Abhishek**

Narasaraopeta Engineering College, Narasaraopet

Dear Aramanda Abhishek

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

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

*Mky*  
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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4464

Date: -14 Feb 2023

Dear Kalyani Bandl,

19471A0570

**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 on **1 August 2023** Your final assessment dates from the client will Inform you during the training period.

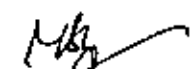
**Welcome to Savantis India Family.**

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

19471A0571



Letter of Intent

November, 24, 2022

**Bodapati Bala Murali Krishna**  
Narasaraopeta Engineering College, Narasaraopet

**Dear Bodapati bala Murali Krishna**

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

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

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A0572



November 24, 2022

Letter of Intent

**Burri Bala Venkata Gopi**  
Narasaraopeta Engineering College, Narasaraopet

Dear **Burri Bala Venkata Gopi**

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

1947(A0573

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear CHUNDURI SAI SRI RAM,  
8-563, SRI Vaishnal Complex, VINUKONDA,  
Andhra Pradesh, India.  
Document ID - 2b829h7d-1fbf-4900-bh41-6964bc07ha5b

Dear CHUNDURI SAI SRI RAM,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.  
**HCL**

*[Signature]*  
HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, NOIDA - 201304, UP, India  
t: +91 0120 6120 26000 f: +91 120 4680330

Corporate Identity Number: L74140DL1981PLC046369  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110009, India

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.


□

□



2

Signature of Employee:

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19471A0574

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear DEVENDLA TRIVENI,  
11-19, Opposite Post Office, Pedakakani,  
Andhra Pradesh, India.  
Document ID - 2b829h7d-1hbb-4900-bb41-6964bc07ha5b

Dear DEVENDLA TRIVENI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist) A.P.  
**HCL**

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 125, Noida - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4690330

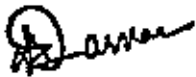
Corporate Identity Number: L74140DL991PLC046369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

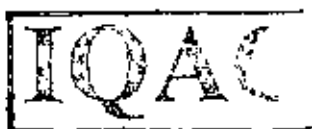


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□

□




HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1991PLC046388  
Registered Office:  
806 Siddharth, 86, Nehru Place, New Delhi - 110008, India

2

Signature of Employee

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**HCL**

19-575



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear D.Rekha

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

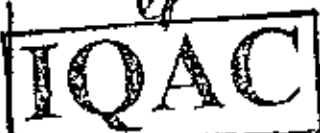
Cogent E Services Limited

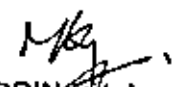
1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear GORANTLA SAI KEERTHI,  
 11-19, NEAR VENKATESWARA LODGE, PERECHARLA,  
 Andhra Pradesh, India.  
 Document ID - 2b829h7d-1fbf-4900-hb41-6964hc07ha5b

Dear GORANTLA SAI KEERTHI,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

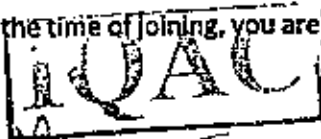
You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.


Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 3A, Sector 128, Noida - 201304, UP, India  
 t: +91 0120 6120 25000 e: +91 120 4580330

Corporate Identity Number: L74140DL1997P1-0046389  
 Registered Office:  
 806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

Signature of Employee:   
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.

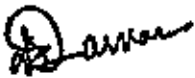
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

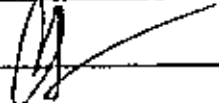


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□


□



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NCRDA- 201304, LP, India  
t: +91 0120 6320 25000 f: +91 120 4680330

Corporate Identity Number: L741400L1991PLC046369  
Registered Office:  
806 Siddharth, 86, Nehru Place, New Delhi - 110009, India

2

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
Signature of Employee NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19-578



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear G.Karishma

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

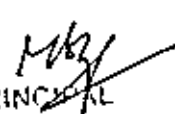
1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A0579



Letter of Intent

November 24, 2022  
Jagadamudi Avinash  
Narasaraopeta Engineering College, Narasaraopet

Dear Jagadamudi Avinash

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

During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19-580



October 31, 2022

IBM India Private Limited  
Manyata Embassy Business Park,  
G2 Block, Nagwara Outer Ring Road,  
Bangalore - 560045, India.  
Tel : 91-80-49139999  
<http://www-07.ibm.com/In/careers/>

Dear JALADI SHANMUKHA PRIYANKA,

We are delighted to Invite you to join IBM as an Intern - Software Developer.  
You will be working with open-minded professionals like yourself, who are passionate about designing and building solutions to help our clients becoming smarter, faster and more Innovative.  
At IBM, you will be a part of a diverse team where you will meet and work with new people from different cultures to tackle challenges from a fresh perspective. IBM gives you the ability to be yourself and freely express your ideas with colleagues from around the world. The sky is the limit to what you can do.

These are exciting times, the IT Industry is fundamentally reordering at an unprecedented pace and we are at a turning point in IBM history and in the history of technology. IBM is now emerging as a cognitive solutions and cloud platform company. We are helping reshape industries - bringing together our expertise spanning Cloud, Analytics, Security, Mobile, Social and the Internet of Things.

Join us and make the most of these exciting times, discover what you can make of this moment and you'll be proud to call yourself an IBMer.

Your Internship Letter is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcoming you to join the IBM family.





October 31, 2022

IBM India Private Limited  
Manyata Embassy Business Park,  
G2 Block, Nagwara Outer Ring Road,  
Bangalore - 560045, India.  
Tel : 91-80-49139999  
<http://www-07.ibm.com/in/careers/>

Dear JALADI SHANMUKHA PRIYANKA

We are pleased to offer you a permission letter for project training as an intern from January 2, 2023 to July 1, 2023. During your Internship assignment, you will be working on the assignment at Bangalore and paid a stipend of INR 30000/-per month. You will report to Kapoor, Shalini (skhanna1@in.ibm.com) in Bangalore. At the end of the internship, you will submit a copy of your report to the Company. You may contact your manager for further guidance on your project.

To facilitate relocation (As per IBM policy, provided your current location in India is more than 100 kms from your offered work location), you are entitled to a one time relocation allowance of a flat amount of INR 35000/- which will enable you to make necessary arrangements for your travel, accommodation and conveyance in your location during the course of your Internship with IBM and will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 10th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. Please note that this one time relocation allowance is subject to appropriate income tax deductions as per applicable law and is a one time payment which is paid out with the first month Stipend.

This is a temporary internship assignment which may be terminated at any time by you or IBM and does not imply any commitment by IBM to regular employment.

Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof. You are also expected to adhere to all applicable rules and regulation and business conduct guidelines of IBM and act in accordance with the values and principles of the Company.

#### Acceptance and Commencement

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.



The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory  
Talent Acquisition Leader ISA

ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

;

19A71A0582



Letter of Intent

November 24, 2022  
Kambhampati Raja  
Narasaraopeta Engineering College, Narasaraopet

Dear Kambhampati Raja,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

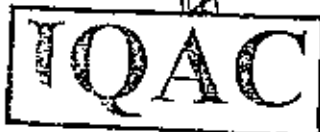
For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Vice President, Recruitment-India & APAC

HEXAWARE TECHNOLOGIES LTD.

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



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



19471A0583



Letter of Intent

November 24, 2022  
Kandru Bhuvana Chandra  
Narasaraopeta Engineering College, Narasaraopet

Dear Kandru Bhuvana Chandra,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 604,  
Guntur (Dist.), A.P.

19471A0584



Letter of Intent

November, 24, 2023  
Kandru Samson  
Narasaraopeta Engineering College, Narasaraopet

Dear Kandru samson,

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

During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

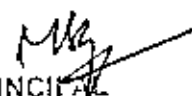
Monica Mathur

Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear KAPPAGANTHULA RAGHURAM SRI RISHIK,  
 7-852, NEAR Swathi mall, Guntur,  
 Andhra Pradesh, India.  
 Document ID - 2b82917d-11b1-4900-b141-6964bc071a5b

Dear KAPPAGANTHULA RAGHURAM SRI RISHIK,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE

Signature of Employee: (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.

HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 3A, Sector 128, NOIDA - 201304, UP, India  
 t: +91 0120 6120 25000 f: +91 120 4880330

Corporate Identity Number: L74140DL1991PLC046369  
 Registered Office:  
 806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

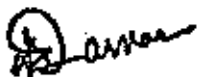
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

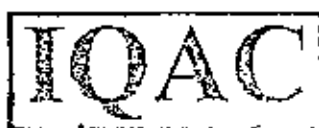


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.


□

□



2

Signature of Employee:

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
{AUTONOMOUS}  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19A71A0588

mitsogo

REF:HR - 05-04-000292/24

04 April 2023

**Offer Letter**

To,  
KATAKAM MANIKANTA,  
18-7/A, Near Saraswati Bhavan  
Gujanagundla, Guntur, Andhra  
Pradesh.

Dear Manikanta,

Congratulations! We are pleased to inform you that you have been selected to work for Mitsogo Technologies Pvt Ltd at its Chennai Branch. We are delighted to make you the following job offer:

Designation: Product Evangelist

CTC Per Annum: 4,00,000/- (Rupees Four Lakhs Only) + Benefits

Working Hours: Regular Shift

Working Day: Monday – Friday

Type of Employment: Permanent



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
+91-484-2974545

Registered Office:  
Wing 2, 5th floor, Jyothirmaya IT Building  
Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

19471A0589

**mitsogo**

REF:HR - 05-04-000296/24

04 April 2023

**Offer Letter**

To,  
KATEPALLI SIVA RAMA KRISHNA  
14-987, Old Club  
Road, Pandaripuram,  
Chilakaluripet,  
Andhra Pradesh.

Dear SIVA RAMA KRISHNA,


Congratulations! We are pleased to inform you that you have been selected to work for Mitsogo Technologies Pvt Ltd at its Chennai Branch. We are delighted to make you the following job offer:

Designation:	Product Evangelist
CTC Per Annum:	4,00,000/- (Rupees Four Lakhs Only) + Benefits
Working Hours:	Regular Shift
Working Day:	Monday – Friday
Type of Employment:	Permanent



Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
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Registered Office:  
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Infopark Kachi- Phase II, Brahmapuram P.O  
Kerala 682303

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

# Deloitte!

Deloitte Consulting India Private Limited  
Salarpuria Softzone, Sy. No. 80/1, 81/1 & 81/2,  
Bellandur Village, Varthur Hobli, Bengaluru South Taluk,  
Outer Ring Road, Bengaluru - 560103, India

Tel: +91 080 6755 5000/ +91 080 6755 4000  
www.deloitte.com

Sep 8, 2023

Ms. Khajjayam T S Ammulyaaw  
dr.no: 6-120, mainroad,  
vinukonda, 522647  
India

Subject: Offer of Employment

Dear Khajjayam T S Ammulyaaw:

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst Trainee** based in **Bengaluru**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **October 3, 2023**.

You will be required to register with the National Apprenticeship Training Scheme "NATS" as an Apprentice (As defined under the NATS) and the employment confirmation is subject to probation period of 12 months (from **October 3, 2023** to **October 3, 2024**). During the probation period you will be evaluated on various trainings and performance criteria. Upon successful completion of probation period your employment will be confirmed.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 400,000/-** and, will be eligible for a end term bonus of **Rs./₹ 40,000/-** upon successful completion of your probation period. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 10,000/-** subject to your reporting for full-time employment on **October 3, 2023**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us during the probation period of 12 months and post successful completion of the probation period and confirmation of employment will be governed by the Terms and Conditions as detailed in Annexure B, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters, as the Employer is a subsidiary of Deloitte LLP. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

Regd. Off.: Floor 4, Deloitte Tower-1, Survey No. 41, Gachibowli Village, Range Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AAACD0478H1ZT CIN: U72900TG2000PTC039976

This is a system generated offer

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522601

Guntur (Dist.), A.P.

IOAC

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. In Hyderabad, 9:00 p.m. - 6:00 a.m. In Mumbai, Pune; 7:00 p.m. - 6:00 a.m. In Gurugram, 8:00 p.m. - 6:00 a.m. In Bengaluru, Chennai, and Kolkata.

This letter and Deloitte Consulting India Private Limited employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Khajjayam T S Ammullyaaw, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited  
Best regards,

DocuSigned by:  
*Pooja Madhavi*  
74208E4448AC47E...  
Signature

Authorized Signatory

Acceptance

I, Khajjayam T S Ammullyaaw, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:  
*[Signature]*  
18A5E888C26447A...  
Signature

Sep 17, 2023  
Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.09.08 15:46:59.07:00

Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachilbowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AABCD0476H1ZT CIN: U72900TG2000PTC039976



This is a system generated offer

*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 524 001.  
Guntur (Dist.), A.P.



## Annexure A

Ms. Khajjayam T S Ammullyaaw

Analyst Trainee

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	11,700	140,400
House Rent Allowance (HRA)	5,850	70,200
Special Allowance <sup>1</sup> & 1b	6,774	81,288
Leave Travel Allowance <sup>2</sup>	1,170	14,040
Differential Allowance	3,840	46,080
Meal Card <sup>3</sup>	2,200	26,400
Employer's contribution to PF	1,800	21,600
<b>Total Salary (In Rs.)</b>	<b>33,334</b>	<b>400,008</b>
Medical Insurance Premium <sup>4</sup>	3,014	36,167

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....



19471A0591

**mitsogo**

**REF:HR - 05-04-000294/24**

04 April 2023

**Offer Letter**

To,  
KOLISETTY LALITHA  
ANNAPURNA  
5-892, Near Ravi Teja Hotel,  
Nakarikallu, Palnaadu Dist  
Andhra Pradesh.

Dear LALITHA ANNAFURNA,

Congratulations! We are pleased to inform you that you have been selected to work for Mitsogo Technologies Pvt Ltd at its Chennai Branch. We are delighted to make you the following job offer:

Designation: Product Evangelist

CTC Per Annum: 4,00,000/- (Rupees Four Lakhs Only) + Benefits

Working Hours: Regular Shift


Working Day: Monday – Friday

Type of Employment: Permanent



Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
+91-484-2974545

Registered Office:  
Wing 2, 5th floor, Jyothirmaya IT Building  
Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A0593

**mitsogo**

REF:HR - 05-04-000341/24

04 April 2023

**Offer Letter**

To,  
KORAMPALLI JASWANTHI  
14-788, Arundal Pet,  
Narasaraopet Guntur, Andhra  
Pradesh-522601

Dear JASWANTHI,

Congratulations! We are pleased to inform you that you have been selected to work for Mitsogo Technologies Pvt Ltd at its Chennai Branch. We are delighted to make you the following job offer:

Designation: Product Evangelist

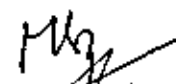
CTC Per Annum: 4,00,000/- (Rupees Four Lakhs Only) + Benefits

Working Hours: Regular Shift

Working Day: Monday – Friday

Type of Employment: Permanent



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Mitsogo Technologies Private  
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www.mitsogo.com, info@mitsogo.com  
+91-484-2974545

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Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

19471A0594

**mitsogo**

REF:HR - 05-04-000297/24

04 April 2023

**Offer Letter**

To,  
KOTHAMADDI ANKI REDDY  
5-986, Four Road  
Center, Atchampeta, Andhra  
Pradesh.

Dear ANKI REDDY,

Congratulations! We are pleased to inform you that you have been selected to work for Mitsogo Technologies Pvt Ltd at its Chennai Branch. We are delighted to make you the following job offer:

Designation:	Product Evangelist
CTC Per Annum:	4,00,000/- (Rupees Four Lakhs Only) + Benefits
Working Hours:	Regular Shift
Working Day:	Monday – Friday
Type of Employment:	Permanent



*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
+91-484-2974545

Registered Office:  
Wing 2, 5th floor, Jyothirmaya IT Building  
Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

19471A0595



Date: November 16, 2022

Dear Kothapalli Aditya,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of T1 and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

- 1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.


**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

19071A0596

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear KUNISETTY SAI CHARANI,  
8-531, NEAR Kakateeya Residency, Sattenapalli,  
Andhra Pradesh, India.  
Document ID - 2b829k7d-1kbf-4900-kb41-6964kc07ka5b

Dear KUNISETTY SAI CHARANI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.) A.P.

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 0120 4880330

Corporate Identity Number: L74140DL1999PLC046389  
Registered Office:  
806 Siddharth, B6, Nehru Place, New Delhi - 110009, India



Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd, will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□

□




HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 020 4680330

Corporate Identity Number: L74140DL1991PLC048359  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

2

Signature of Employee:

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



February 7, 2023

Asritha Madduluri  
Bangalore

Dear Asritha,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the Associate Software Engineer role ("Position").

Congratulations!

We are delighted to set out below the terms and conditions of your employment with Clarivate Analytics (India) Private Limited. The terms and conditions of this letter with all Annexures ("Letter") and any and all internal policies, shall govern your employment with the Company.

**1. Commencement Date**

- a. Your employment with the Company commences on **August 2, 2023** ("Effective Date").

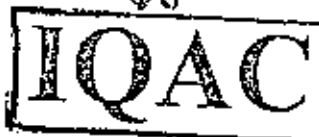
**2. Initial Position, Work Description, Title Use and Work Base & Additional Terms**

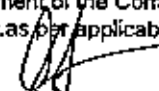
- a. Your work base at commencement of your employment will be **Bangalore**. While the company has a hybrid remote working approach, you may be required to come to office location if your role requires you to work from office premises / to attend any training. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. These may from time to time be revised, by way of a written notice to you.
- b. You shall devote your entire working time, attention and energies to the business of the Company and shall assume and perform such further reasonable responsibilities and duties as may be assigned from time to time by the reporting manager or his / her designate(s), as applicable. You agree that you shall not undertake other business activities, except with the prior written consent of the Company, whether or not you receive financial compensation for these activities.
- c. The Company reserves the right to re-designate or revise your Position or work description at any time by way of a written notice to you and in compliance with applicable laws.
- d. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. "Group Company" means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.
- e. Where agreed by your reporting manager, the Company may permit you to use titles or designations solely for external representation purposes. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this Letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.
- f. Certain additional terms and conditions of your employment with the Company are detailed in the Annexures to this Agreement and shall also be applicable to you.

**3. Remuneration**

- a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I. Your remuneration includes a variable annual incentive bonus (AIP) or legacy incentive bonus (LIP) ("Annual Bonus") as set out in Annexure I B. You hereby agree that the Annual Bonus is in lieu of bonus based on profits payable under the Payment of Bonus Act, 1965 ("Bonus Act"), as per the terms set out in Annexure I.
- b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company. Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per applicable laws and contractual terms, from time to time.

Previously known as TRCPL Projects Private Limited  
2<sup>nd</sup> Floor, Fleet House, Andheri Kuria Road,  
Gandevi, Marol Naka,  
Andheri East, Mumbai 400 052  
CIN: U74800MH2016FTC283253



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



The Company Policies are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Company Policies provide guidance on some of the conduct issues that are critically important to the Company. Just as important, the Company Policies can help you identify when it's time to ask for guidance from your manager, a Company's human resources business partner or a Company's lawyer.

You may be asked for a written, signed or electronic acknowledgement for certain Company Policies. If so requested, please acknowledge that you have received access to and read those Company Policies and that you understand your obligations to comply with the Company Policies. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Company Policies are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgment electronically. Information will be provided to you as to how to submit your electronic acknowledgment. If you do not have computer access, and if required by the Company, you should sign a copy of the acknowledgment form as provided by your local human resources department.

- b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Company Policies. You acknowledge that non-compliance with any of the Company Policies may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.
- c. You acknowledge that it is your responsibility to know and keep yourself updated of the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.
- d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies.

#### 9. Changes to the Terms and Conditions of Employment Applying to You

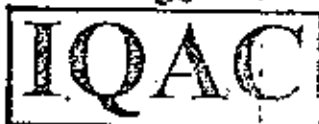
You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment provided in this Letter. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

You will normally be given not less than 7 (seven) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply with Company rules, regulations and Company Policies in existence together with any changes or modifications thereof from time to time.

#### 10. Confidentiality

- a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.
- b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.
- c. You shall execute the Clarivate Analytics Confidential Information and Invention Assignment Agreement in a form attached as Annexure IV under which you will have the obligations to keep Company's proprietary information confidential.

#### 11. Intellectual Property Rights



- c. Following termination of employment, you must not represent yourself as being in any way connected with the business of the Company or any Group Company (except to the extent agreed by the Company in writing).
- d. Prior to your last day of employment, you will execute documents to confirm your completion of handover formalities and return of Company property in accordance with the Company's instructions, irrespective of the reason for the severance.

**14. Indemnity**

You shall defend, indemnify and hold harmless the Company or any Group Company against and in respect of any and all actions, suits, proceedings, claims, demands, judgments, costs, expense (including reasonable attorney's fees) and damages resulting from, relating or incidental to, or arising out of any misrepresentation or breach of any provision of this Letter (including the Annexures), or any fraud, misconduct or gross negligence on your part in the course of your employment with the Company. The Company reserves all rights to the extent permitted under applicable law, and all rights and remedies are cumulative and in addition to the Company's rights under applicable law and equity. Delay, inaction or non-enforcement of any rights by the Company shall not be construed to be a waiver.

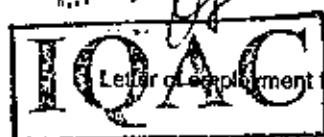
**15. Notice Pay Reimbursement (if applicable)**

Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer ("Notice Pay Reimbursement"), you agree that:

- a. you are responsible to properly account for and pay any applicable statutory taxes or levies on such Notice Pay Reimbursement;
  - b. In the event of your resigning voluntarily or your services getting terminated for cause / poor performance within one (1) year from the Effective Date, the Company reserves the right to reclaim the Notice Pay Reimbursement in full. You authorise the Company to deduct any Notice Pay Reimbursements from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment, and will be liable to pay the Company, any balance amount.
16. Your employment will be governed by the laws of India. Any dispute arising out of or in connection to this Letter shall be subject to the exclusive jurisdiction of courts of Bangalore, Karnataka.
17. If required by the Company, you agree to sign a Non-competition and Non-solicitation Agreement, in a form specified by the Company.
18. The invalidity or unenforceability of any part of this Letter will not render invalid or unenforceable the rest of Letter and the rest of the Letter shall continue in full force.
19. You hereby agree that the Company may from time to time collect, store, process, use or disclose personal data (including sensitive personal data) relating to you insofar as may be necessary or desirable in connection with your employment by the Company including sharing information with its holding/subsidiary/ associate companies or its customers and service providers. For the purposes of this clause "personal data" and "sensitive personal data" shall have the meanings ascribed to them under Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules 2011. You agree to regularly update your personal data made available to the Company and confirm to the accuracy and correctness of the personal data furnished by you. You agree to allow Company to collect, store and process by itself or through any third party engaged by it, to the extent applicable, for the purpose of discharging its duties towards its employees including but not limited to payroll processing. For the purposes of this consent, "personal data" shall mean and include information about you, including but not limited to your name, age, date of birth, address, designation, gender, monthly or annual compensation details, statutory contributions and/or deductions from the monthly compensation, Company loan account details, if any, bank account details.

**20. General**

- a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of this Letter.
- b. Where you wish to give notice to the Company you must send it electronically to your manager with a copy to human resource team or in writing to the Company's office located at the place where your manager is based with a copy to human resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.
- c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.
- d. This Letter along with all its Annexures, any Confidentiality and Invention Assignment agreement, and if applicable any Non-Competition and Non-Solicitation agreement signed by you and the Company are the entire agreement as between you and us with respect to your employment with the Company and supersede all prior agreements, letters, offer, or other writings as may have been exchanged between you and the Company.
- e. Headers given in this Letter are for convenience only and do not affect the interpretation of this letter.



**Annexure I - Total Rewards (A + B + C + D)**

Name : Asritha Madduluri  
Reporting Manager : Mayuri Ghosh

Title : Associate Software Engineer  
Department : Technology

**A - Base Pay (Total Fixed Pay)**

Particulars/Component:(Refer Components of the Total Rewards, Terms (a))	Amount INR
Basic (per annum)	300,000
Flexible Pay (per annum)	414,000
Provident Fund ( 12% Basic Salary) (per annum)	36,000
<b>Base Pay (Total Fixed Pay)</b>	<b>750,000</b>

**B - Annual Bonus / Variable Pay**

**Target bonus Annual Incentive Plan:**

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our Pay AIP Plan, subject to the criteria of the then applicable incentive plan of the company.
- This is a variable bonus plan based on Company & personal objectives with a payout of 8.00% of the Base Pay (Total Fixed Pay). The potential variable pay amount 60,000 (An Indicative amount only) on a full year basis.
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- If you are eligible for bonus payable under the Bonus Act, please note that your Annual Bonus set out above is in lieu of amounts payable under the Bonus Act. Nothing contained herein shall be construed to deprive you of your minimum entitlement under the Bonus Act- if your Annual Bonus is less than your minimum entitlement under the Bonus Act, the Company shall pay the differential amounts due and payable to you, in accordance with the timelines set out in Bonus Act.

**C - Statutory Benefit**

**Gratuity:**

Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the total gratuity payment will not exceed the amount that the PGA sets out as the limit; and (b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies

**D - Additional Benefits**

<b>Shift Allowance:</b>	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
<b>Group Mediciam Insurance Policy (GMC):</b>	Insurance cover: INR 600,000 p.a. for spouse/domestic partner/same sex partner, two children and 2 parent/in-law (Note: Maternity Benefit of INR 65,000 is included in the total insured amount)
<b>Group Term Life Insurance Policy (GTL):</b>	Sum Insured: 4 times of CTC (Subject to Maximum of INR 60,000,000)
<b>Employee's Group Personal accident Insurance Policy (GPA):</b>	Insurance covers disability & death due to accident. Total Sum Cover: Total Sum Cover: 5 times of CTC (Total Fixed Pay)

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part



Letter of employment for Asritha Madduluri

*MG*  
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NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

## Annexure II

**ADDITIONAL TERMS AND CONDITIONS OF EMPLOYMENT**

These Additional Terms and Conditions shall form part of the Letter. Capitalized terms used herein but not defined shall have the same meaning as defined in the Letter.

**1. LINE OF REPORTING**

Your reporting manager shall from time to time explain your objectives and responsibilities and other details of your employment. You will accept and abide by all lawful and reasonable instructions issued by any of your superiors.

**2. HOURS OF WORK**

Your hours of work shall be dependent on job requirements, and you may be liable to work in shifts or at odd hours whenever necessary as decided by the Company from time to time. Your normal working hours shall be up to eight (8) hours excluding one (1) hour of break. You may, whenever required, be called upon to work in excess of normal working hours with additional compensatory off or overtime payment as per policy defined from time to time. Your shift pattern, where applicable, will be communicated to you by your line manager upon commencement.

**3. TRAVEL**

To fulfil the requirements of the job, you may be required to travel locally or overseas from time to time. You might also be required to re-locate to another city within India or overseas. As a part of acceptance of the employment offer, you are required to be in agreement with the aforesaid travel requirement. The details of the travel & entertainment policy from time to time will be made available electronically or with the human resource point person.

In such a case where notified by the Company in writing, the local terms prevailing at the location pursuant to the change will apply to you. The term Group Company means the company and its Affiliates. Affiliate means (i) any entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a contracting party, or that is a successor (whether by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets; or Clarivate Analytics, Clarivate Analytics LLC and any of their current parent entities or subsidiaries from time to time. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

**4. ANNUAL LEAVE**

You will be entitled to avail annual leave every year in accordance with our 'Time Off Policy'. The leave entitlements made available to you have been clubbed for administrative convenience. Leave eligibility will be based on the location of work, please refer 'Time Off Policy' for more details. Leave will be calculated on a pro-rata basis during the first calendar year of service. Unutilized leaves can be carried forward or encashed each year, carry forward of leaves is subject to location of work and any applicable rules, regulations or laws in force.

**5. NON-DISCLOSURE, ABUSE OF INFORMATION & NON-COMPETE CLAUSE**

You shall comply with your confidentiality obligations set out under Clarivate Analytics Confidential Information and Invention Assignment Agreement and if signed, Non-competition and Non-solicitation Agreement.

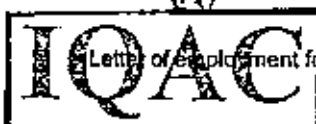
**6. OUTSIDE ENGAGEMENT AND CONFLICT OF INTEREST**

During your service with the Company you are not to undertake directly or indirectly, without the prior written consent of the Company, any form of outside work or business including broadcasting or writing a book ("Outside Activities"), that may interfere or be in conflict with the Company's business or your effective performance of your duties as an employee. You confirm that you have disclosed fully to the Company, all of your business interests whether or not they are similar to or in conflict with the business(es) or activities of the Company, and all circumstances in respect of which there is, or there might be, a conflict of interest between the Company and you or any of your immediate relatives, and you undertake to disclose fully to the Company any such interest or circumstances which may arise during your employment immediately upon such interest or circumstances arising. Outside Activities shall not be restricted to only such activities which provide you with compensation or consideration.

You agree that the Company, acting reasonably, shall at its absolute discretion have the right to determine whether or not any of your Outside Activities interferes or conflicts with the performance of your duties as its employee. You will comply with all reasonable instructions of the Company to ensure your Outside Activities do not interfere or conflict with your obligations under this employment.

**7. RETIREMENT**

You will automatically retire on attaining the age of retirement in accordance with the Policy, unless you cease to be the Company's employee before that. Under the current Policy, fifty-eight (58) years is the age of retirement. Where you and the Company mutually agree in writing, the tenure of your service may be extended beyond the normal age of retirement.

**8. POST TERMINATION OBLIGATIONS:**

Letter of Employment for Asritha Madduluri

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



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**CONFIRMATION OF ACCEPTANCE OF ADDITIONAL TERMS AND CONDITIONS**

I Asritha Madduluri hereby confirm that I acknowledge having received a copy of and agree to the contents of the above Additional Terms and Conditions:

(a)

Terms and Conditions of Employment

I understand that this Additional Terms and Conditions, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at <https://thelens.clarivate.com>, and I further understand that it is my responsibility to check for any modifications or amendments to the Additional Terms and Conditions mentioned above from time to time. I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature \_\_\_\_\_

Name Asritha Madduluri

Title Associate Software Engineer

Date of Signature : February 7, 2023



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

- (a) **Inventions Retained and Licensed.** I have completed and returned to the Human Resources Department (humanresources.us@clarivate.com), on a confidential basis, as Exhibit A, a list describing with particularity all inventions, original works of authorship, developments, improvements, and trade secrets (intentionally not capitalized) which were made by me prior to the commencement of the my employment with the Company (collectively referred to as "Prior Invention(s)"), which belong solely to me or belong to me jointly with another, which relate in any way to any of the Company's businesses or proposed businesses, products or research and development, and which are not assigned to the Company hereunder; or, if no such list is provided to the human resources department, I represent that there are no such Prior Inventions. If, in the course of my employment with the Company, I induce or suggest the incorporation of and/or incorporate into a Company product, process or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license (with the right to sublicense) to make, have made, copy, modify, make derivative works of, use, sell and otherwise distribute such Prior Invention as part of or in connection with such product, process or machine, and I agree not to license such Prior Invention to a competitor of the Company.
- (b) **Assignment of Intellectual Property Rights.** I agree that I will promptly make full written disclosure to the Company and hereby assign to the Company, or its designee, all my right, title and interest throughout the world in and to any and all Confidential Information and Trade Secrets including but not limited to inventions, original works of authorship, developments, concepts, know-how or improvements, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, while employed by the Company, during or after regular hours of my employment (collectively referred to as "Inventions"), except as provided in Section 3(d) below. I further acknowledge that all inventions, original works of authorship, developments, concepts, know-how, improvements, Confidential Information or Trade Secrets which are made by me (solely or jointly with others) within the scope of and during my employment with the Company are "works made for hire" (to the greatest extent permitted by applicable law). If for any reason these Inventions would not be considered a "work made for hire" under applicable law, I hereby assign and transfer to the Company, its successors and assigns, the entire right, title and interest in and to the Inventions, any copyrightable material related thereto and any trademarks I create or domain names that I register in the course of my employment. The assignment above includes assignment of all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto, and in and to all causes of action, either in law or in equity for past, present, or future infringement based on the Confidential Information and/or Trade Secrets, and in and to all rights corresponding to the foregoing throughout the world.
- (c) **Patent and Copyright Rights.** I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Confidential Information and Trade Secrets, and any copyrights, patents, trademarks, domain names, mask work rights, moral rights, or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments, recordings, and all other instruments which the Company shall deem necessary in order to apply for, obtain, maintain and transfer such rights and in order to assign and convey to the Company, its successors, assigns and nominees the sole and exclusive rights, title and interest in and to such Inventions and any Confidential Information, Trade Secrets, copyrights, patents, trademarks, mask work rights, moral rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, when it is in my power to do so, any such instrument or papers shall continue after the termination of my employment with the Company. If the Company is unable for any reason to secure my signature, including because of my refusal to do so, to apply for or to pursue any application for any United States or foreign patents or copyright registrations covering inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf and stead to execute and file any such applications and to do all other lawfully permitted acts to further the application for, prosecution, issuance, maintenance or transfer of letters patent or copyright registrations thereon with the same legal force and effect as if originally executed by me. I hereby waive and irrevocably quit claim to the Company any and all claims, of any nature whatsoever, which I now or hereafter have for infringement of any and all rights in the Confidential Information and Trade Secrets, and any copyrights, patents, trademarks, mask work rights, moral rights or other intellectual property rights relating thereto.
- (d) **Exception to Assignments.** I understand that the provisions of this Agreement requiring assignment of Inventions to the Company will exclude any inventions that I developed entirely on my own time without using the Company's equipment, supplies, facilities, Trade Secrets, or Confidential Information, and that do not either relate at the time of conception or reduction to practice of the Invention either to the Company's business, or actual or demonstrably anticipated research or development of the Company, or resulting from any work performed by me for the Company.

  
**IQAC**



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- (e) Survival. The provisions of this Agreement shall survive the termination of my employment with the Company and the assignment of this Agreement by the Company to any successor in interest or other assignee.



Letter of employment for Asritha Madduluri



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

EXHIBIT A

**LIST OF PRIOR INVENTIONS  
AND ORIGINAL WORKS OF AUTHORSHIP EXCLUDED FROM  
SECTION 3**

<u>Title</u>	<u>Date</u>	<u>Identifying Number or Brief Description</u>
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



19471A0599



Date: November 16, 2022

Dear Venkata Anusha Madisetty,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

- 1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



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 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

19471A05A5



Date: November 16, 2022

Dear Mahidhar Reddy Maramreddy,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

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 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

Date: November 16, 2022

Dear KrishnaSahithi Munnaluri,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

- 1. Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4468

Date: -14 Feb 2023

Dear Prasanna Mallabattinl,

19471405AD

**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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



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Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Sneha Ananya Mallipeddi,  
D.No: 13-4-59/11, Kotappakonda Road,  
Srinivasa Nagar, Narasaraopeta.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Sneha Ananya Mallipeddi,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as Software Engineer Trainee in our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on 1<sup>st</sup> June 2023 ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- Verification of documents listed in Appendix 1 of this letter.
- Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



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the government medical check if applicable. Failure to meet these requirements will lead to the withdrawal of your employment offer/termination of your employment.

Whilst every effort will be made to complete the recruitment procedures before the commencement of this Agreement, this may not be possible and the Company may terminate your employment at any time by giving one week's notice (if you have been employed for 1 month or more) or immediately (if you have been employed for less than one month) if either your references or other recruitment procedures are not completed to our satisfaction.

#### 4. REMUNERATION

- a. Your commencing gross annual salary will be as follows Inclusive of the fixed pay, variable pay, allowances and benefits described in Appendix 2 attached hereto.

Gross Annual Salary (CTC) 1 <sup>st</sup> Year	CTC of 325,000 INR (Rupees Three Lacs Twenty-Five Thousand only)
Gross Annual Salary (CTC) 2 <sup>nd</sup> Year	CTC of 400,000 INR (Rupees Four Lacs only)

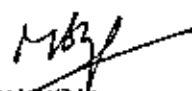
- b. The salary will be paid after statutory deductions like PF and ESI as applicable. Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- c. The salary will not be admissible on the days of absence.
- d. Variable performance Bonus is fixed at 100% for first year.

#### 5. BENEFITS

You will be entitled to following benefits:

- a. You will be entitled for cashable paid leave (1.5 paid leave for every 1 month worked) OR as per policy subject to confirmation of service after probation
- b. Women employees will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- c. Employees are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in Leave Policy.
- d. Provident Fund (PF) Contributions as per PF Act



  
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- e. Employee Group Health Insurance - will be entitled to participate in the Company's Medical Insurance Scheme which will cover you, your spouse and two dependent children subject to limits.
- f. Gratuity as per Gratuity Act

#### 6. PERFORMANCE BONUS / INCENTIVE

Your bonus / incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with company for the calendar year and will be paid to you only if you are active on company payroll on the day the bonus / incentive is paid.

#### 7. REIMBURSEMENTS

You will be entitled to reimbursement of actual travelling fares and expenses incurred by you in the performance of your duties and properly claimed and vouched for in accordance with the Company's expense policy. You will be paid travel allowance while traveling on company business outside base location as per company rules and regulations. You will be paid conveyance as per company rules while traveling within the base location.


#### 8. PLACE OF WORK

- a. You will be employed at any one of company's offices or client locations as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company.
- b. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.
- c. You may be required to travel in the course of your duties.
- d. You will initially perform your duties principally at the address given below.

Dhruvsoft Services Private Limited,  
A3, Q2, 10th Floor, Cyber Tower, Hi Tec City, Madhapur,  
Hyderabad, Telangana 500081, India

#### 9. WORKING HOURS




  
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- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, inclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.
- b. Employees at the client site shall follow the working hours as applicable at client site. Employees working on overseas client projects may follow working hours as mandated by project requirements.
- c. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.
- d. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.
- e. Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.
- f. The Company's normal office hours are from 10am - 7pm, 5 days a week including one hour breaks. Saturday and Sunday will be weekly off except for third Saturday. However, you will be expected to devote sufficient time to your duties to enable them to be carried out efficiently, which may require you to attend the office, or to be available to fulfil your function, outside these hours and days, which will not qualify for overtime payment except as required under applicable laws.

#### 10. PROBATION PERIOD

Appointment to the permanent staff is subject to confirmation following the completion of a satisfactory probationary period of not less than two years, or such additional period as may be deemed necessary by the Company in its absolute discretion. Notice period is mandatory during the probation.



  
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#### 11. COMMITMENT

- a. By accepting this offer you will be committing to work with DhruvSoft for a period of at least 24 months from the date of joining. If you take any leave without pay during the period of commitment – your commitment period will extend by as many days.
- b. The commitment to work for 24 months is required as the company will be investing the money in giving you on the job training & experience. If you leave within the commitment period (24 months) you are required to pay a commitment amount to company of Indian Rupees 4,00,000/- (Rupees Four Lacs only) before being relieved from the responsibility. This amount is irrespective of the days you have worked with the company.
- c. No leave is admissible without prior information / approval and commitment period will be extended in case of unapproved leaves.

#### 12. NOTICE PERIOD

In case of voluntary separation from the company, you will give the company a written notification and serve a notice period of not less than three months from the date of your resignation in line with the local industry practice. The company reserves the right to take legal action and report to the concerned authorities and industry bodies in case the employee leaves without serving notice period.

#### 13. TERMINATION OF PERMANENT SERVICES

- a. You will automatically retire from the service of the company on attaining the superannuation age of 58 years.
- b. If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
  - I. Return to work within 3 days from the commencement of such absence and
  - II. Give an explanation to the satisfaction of the management regarding such absence
- c. If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.
- d. Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, any act of indiscipline or inefficiency, or your failure or refusal to perform your obligations, duties and responsibilities set forth herein, conviction for any serious crime or violation of Social Media Policy or Conflict of Interest Policy or felony or any other crime involving moral turpitude, fraud or willful misrepresentation; and any willful or intentional act having the effect or likely to have the effect of injuring the reputation, business or business relationships of the Company.



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- e. Your services can be terminated by giving notice of three months or payment of basic salary in lieu thereof on either side. However, in the event of your resignation, the company in its sole discretion will have an option to accept the same and relieve you prior to completion of the stipulated notice period of three months, without any pay in lieu of the notice period. The notice period is one month during the probation period.

#### 14. BACKGROUND VERIFICATION

- a. Your employment with company is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.
- b. The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

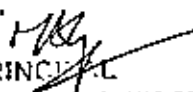
#### 15. NO ALTERNATE EMPLOYEMENT / NO CONFLICT

- a. During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company.
- b. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company.
- c. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion.
- d. In addition, you shall not disclose, divulge or bring on to company's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 16. CONFIDENTIALITY

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.



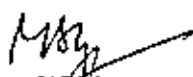
  
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- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed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

#### 17. DATA PROTECTION

- a. You have to give company, its affiliates and clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. You have to provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by company in India and any other countries.
- c. You have to agree that company and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,

  
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- d. You will have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. You will acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### 18. DUTIES / EMPLOYEE RULES & REGULATIONS

- a. All times during your employment with company, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. You will obey and comply with all rules, regulations, procedural practices and arrangements of the Company specified in the Employee Handbook as they may be amended from time to time. The Employee Handbook stipulates all other terms and conditions of your employment not covered in this letter.
- c. You will devote your whole time and attention to your duties to promote the interests of company and you will undertake herewith not to divulge or utilize any information, which may become known to you in the course of your duties concerning the company's trade secrets and affairs. If you do so you are liable for legal action and termination.
- d. You will not carry on any business or vocation without prior written permission of the company.
- e. You will keep the company informed about any change in your residential address & phone numbers.
- f. Although the firm permits relatives of employees to be employed at the firm, immediate family members, for example, spouse, sibling, parent, child, etc., are not encouraged to work in the same business area. If they do, it must be in a different department or location. You are reminded of your duty to keep the firm informed in this regard. Therefore, if you have a relative currently employed by the Company, please inform your manager and Human Resources immediately.

  
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- g. Your unprofessional behavior or misconduct in violation of company's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- h. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.
- i. You will be governed by the service conditions applicable to the employee of the company and you will abide by same.

#### 19. NON-COMPETE AND NON-SOLICIT RESTRICTIONS

During the term of your employment with company and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the twelve (12) months preceding the date of termination of your employment.

#### 20. DEDUCTIONS

You hereby consent to the deduction of any sums owed by you to the Company at any time from your salary or any other payment due the Company to you in respect of any overpayment of any kind made to you or in respect of any outstanding debt or other sum owed by you to the Company and you hereby also agree to make a payment to the Company of any sums owed by you to the Company upon demand by the Company at any time. Deduction of local tax is mandatory. Tax deduction will be decided as per local income tax laws and regulations.

#### 21. INDEMNITY

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

  
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terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 22. PREVIOUS AGREEMENTS

This Agreement, together with any documents referred to in it, sets out the whole agreement between you and the Company relating to your employment and cancels all previous agreements, representations and arrangements (whether oral or in writing) in connection with your employment by the Company which shall have no further effect as from the Start Date. You acknowledge that you have not entered into this Agreement in reliance upon any representation, warranty or undertaking which is not set out in this Agreement or expressly referred to in it as forming part of your contract of employment. The terms of this Agreement shall not be altered, modified or amended except in writing duly signed by all the parties to this Agreement


#### 23. DATA PROTECTION

During your employment, you must comply with Dhruvsoft Services Private Limited policies and procedures relating to data protection and security. The Company will process personal information relating to you for the purpose of your employment. Examples of the type of personal information relating to you which the Company may process includes your employment application and other employment related details such as your absence records (including medical reports where relevant) and your profile (including your gender, age, ethnic origin and disability (if you have one)). This information will be used and shared within the Dhruvsoft Services Private Limited and may be disclosed to approved external business partners who provide a service to us, for example health insurers, for the purpose of giving effect to your employment and for other business reasons. By signing this Agreement, you agree to such information being processed where it is necessary or reasonably required for the conduct of the Company's business and you consent to such data being transferred outside of India to members of the Dhruvsoft Services Private Limited and our external business partners.

#### 24. INTELLECTUAL PROPERTY RIGHTS

Employee acknowledges and agrees that any and all of Employee's work product, defined as work created by Employee within the scope of employment, all Intellectual property rights, whether based in copyright, trademark, patent, or trade secret, will automatically and immediately vest in Company.



  
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## 25. NON-DISPARAGEMENT

Employee will not at any time during the Term or after Termination make, publish, or communicate to any person or entity or in any public forum, including but not limited to any website or other digital forum, any defamatory or disparaging remarks, comments, or statements concerning Company or any of its owners, employees, clients, or associated third parties

## 26. MISCELLANEOUS

Indian law shall apply to this Agreement. Disputes shall be subject to the jurisdiction of the local courts.


- a. Any notice to be given under this Agreement shall be in writing. Notice to you shall be sufficiently given by being delivered personally to you or by being sent by first class post addressed to you at the address stated in this Agreement or the last place of residence notified to the Company by you. Notice to the Company shall be sufficiently given by being delivered to the Company Secretary of the Company or by being sent by first class post to the registered office of the Company addressed for the attention of the Company Secretary of the Company. Any notice if posted shall be deemed served upon the third day following that on which it was posted.
- b. This Agreement, together with any documents and Schedules referred to in it, sets out the whole agreement between the parties relating to your employment and cancels all previous agreements, representations and arrangements (whether oral or in writing) in connection with your Employment by the Company which shall have no further effect as from the Start Date. You acknowledge that you have not entered into this Agreement in reliance upon any representation, warranty or undertaking which is not set out in this Agreement or expressly referred to in it as forming part of your contract of employment

Please indicate your agreement and acceptance to the above terms by signing a copy of this letter and returning us within 3 days of receipt. If you have not accepted the offer by then, or been granted an extension of time for your acceptance, the offer will lapse without further notice being given to you.

We welcome you as a member of our organization and look forward to many years of beneficial collaboration.

Yours Sincerely  
For Dhruvsoft Services Private Limited



  
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Hi Tec City, Madhapur,  
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(Sunil Khanna)  
Director

Acceptance by candidate


I accept this offer letter of employment with the Company on the terms and conditions stated above.

Signed:

Date:

Full Name:



  
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Appendix -- 1

Checklist of documents to be submitted by new  
employee

All new employees are required to furnish the following documents, original documents need to be deposited with the copies to the HR department at Dhruvsoft.

Following certificates (Originals + One set Xerox copy + scanned copy)

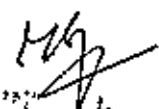
1. 10th marksheet
2. 12th marksheet
3. B Tech / Graduation Mark sheets (all semesters)
4. B tech / Graduation consolidated mark sheet
5. B Tech / Graduation Provisional Certificate
6. Post-Graduation / MCA Mark sheets (all semesters), CMM & Provisional Certification (If Applicable)

Carry the following for address and Identity verification (Originals + One set Xerox copy + scanned copy)

1. Aadhar card (for address & identity proof)
2. College identity card (Xerox)
3. PAN card (if you do not have - please apply for PAN card as It is mandatory for joining)
4. 2 recent passport size color photos

Due date to submit the above eligible documents: on joining date.



  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
 A3, G2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 500081




Appendix - 2  
 Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

  
**TOAC**

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

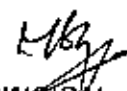
Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 HI Tec City, Madhapur,  
 Hyderabad - 500081



Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

  
**IQAC**

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

19471A05A2



hcltech.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear MANCHALA SUMANTH,  
2-98 ,Pragathi Nagar,Gurajala,  
Andhra Pradesh, India.

Document ID - 2b82917d-11bf-4900-bb41-6964bc071a5b

Dear MANCHALA SUMANTH,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee In band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, Noida- 201304, UP, India  
t: +91 0120 6120 25000 e: +91 120 4680330

Corporate Identity Number: L74100DL1991PLD046369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

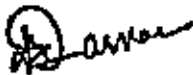
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 50\*  
Guntur (Dist.), A.P  
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



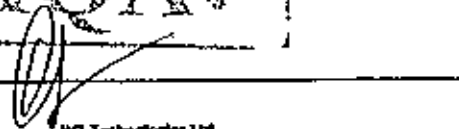
**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

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□



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1991PLC046369  
Registered Office:  
805 Siddharth, 96, Nehru Place, New Delhi - 110009, India

2

  
PRINCIPAL  
NARASARAOPETA ENGINEERING CO.  
Signature of Employee: (AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**HCL**

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear MANNEM ADITYA,  
 14-598, NEAR Yashoda hospital, kurnool,  
 Andhra Pradesh, India.  
 Document ID - 2b82917d-1fbf-4900-1b41-6964bc071a5b

Dear MANNEM ADITYA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
 Technology Hubs, Special Economic Zone  
 Plot No. 3A, Sector 128, NOIDA - 201304, UP, India  
 t: +91 020 6120 25000 f: +91 020 4880330

Corporate Identity Number: L74140DL3991PLC046369  
 Registered Office:  
 806 Siddharth, 9B, Nehru Place, New Delhi - 110008, India

Signature of Employee:

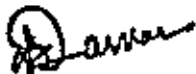
PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAO PET - 522 604,  
 Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

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Looking ahead, we see exciting times – we look up to you to provide Impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



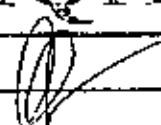
**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

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HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 0120 4680330

Corporate Identity Number: L74140DL1991PLC046369  
Registered Office:  
806 Siddharth, 95, Nehru Place, New Delhi - 110009, India

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 607  
Guntur (Dist.), A.P.

2

Signature of Employee:

**HCL**

DOC: - SA/TA/Hyd/2023/4469

Date: -14 Feb 2023

Dear Maneesha Modugula,

19/2/2023

**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 on **1 August 2023** 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: 2023.02.14

Manish Modi  
Manager Recruitment



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



19-5A8



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear N.V.L.Mounika

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
**IOAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

PARELLA PAVAN SAI  
19471A05B1



Letter of Intent

November 24, 2022  
PARELLA SAI  
Narasaraopeta Engineering College, Narasaraopet

Dear PARELLA SAI,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC

*P. Pavan Sai*

HEXAWARE TECHNOLOGIES LTD.

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



*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear PATHAN RUKSANA,  
5-83, Old Post Office, Krosuru  
Andhra Pradesh, India.  
Document ID - 2b829n7d-1fbf-4900-nb41-6964nc07na5b

Dear PATHAN RUKSANA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

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Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, Noida-201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4580330

Corporate Identity Number: L74140DLB91PLC046389  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110009, India

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTONOMOUS)

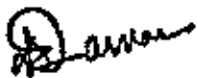
NARASARAOPETA - 522 001  
Guntur (Dist), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

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Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

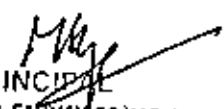
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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTONOMOUS)  
NARASARAOPETA - 517 101  
Guntur (Dist.), A.P.

19-5B2

**COGENT**  
SPE - SOFTWARE - CONSULTING

## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear P.Sri Jyothirmal

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogent.eservices.com](http://www.cogent.eservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19-524



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear R.Vijay Kumar

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

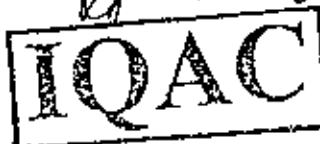
Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

NTHR/22-23/V516

Date-11th November 2022

To,  
**Shivarjun Regulagadda**  
 S/o. R.Narasimha Rao H.No: 1-115m Balmarru Village  
 Krosuru Mandal, Palnadu District  
 Andhra Pradesh

Dear Shivarjun,  
**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072 (Dist.), A.P.  
 T +912228574118 . E contact@neebal.com . W www.neebal.com

Neebal Technologies Pvt .Ltd

PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

NARASARAOPET - 522 601

CIN U74120MH2012PTC226006

**DOCUMENTATION REQUIRED**

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of this Letter of Offer
- Undated cheque from your bank account in the name of the Company for Rs.1,50,000.00
- 2 copies of your recent passport size photograph with white background.

Attested copies of the following:

- Proof of age
- SSC/HSC or equivalent examination mark sheets
- Diploma / Degree for all the Semesters / Years or Passing Certificate
- Passport / Voter ID card / Ration Card.
- Two / Four wheeler Driving License.
- Pan card & AADHAAR card (If Any)
- Medical Fitness Certificate detailing medical history of last 3 years

You are requested to note that our offer is subject to your submitting the above documents. According to the standard practice of our Company, you will treat the above terms of this Letter of Offer as confidential.

We are enthusiastic and pleased that you are going to be a part of our organization. To accept this offer of employment, you will need to sign this offer letter and send or courier the offer of employment forms to the indicated address within 14 business days from the date of this letter.

All additional pre-employment documentation provided to you must be completed and returned on your start date. We look forward to your joining the Company.

Please reach out to us at 022-28574118 or at [hr@neebal.com](mailto:hr@neebal.com), if you need further directions.

Sincerely,

*Saravjit Cabral*

Authorized Signatory  
Neebal Technologies Pvt. Ltd.

Enclosed: Annexure A of the offer (as applicable to you)  
I have read, understood and agreed to the terms and conditions as set forth in this offer letter and the Annexure to the same.

SIVARJUN REGULAGADDA  
(Your Signature)  
Date: {{Date}}  
Location: {{Location}}



*M. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Neebal Technologies Pvt .Ltd

007, Boomerang, Chandivall Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E [contact@neebal.com](mailto:contact@neebal.com) . W [www.neebal.com](http://www.neebal.com)

CIN U74120MH2012PTC226006



**Annexure B**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure B is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	Shivarjun Regulagadda	
<b>DESIGNATION</b>	Trainee Software Engineer	
<b>BAND</b>	Band 1	
<b>COMPONENTS</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Basic Allowance	₹18,750.00	₹225,000.00
House Rent Allowance	₹9,375.00	₹112,500.00
Leave Travel Allowance	₹750.00	₹9,000.00
Flexi Allowance (Claimable)*	₹1,567.04	₹18,804.50
<b>EARNED GROSS (A)</b>	<b>₹30,442.04</b>	<b>₹365,304.50</b>
Employee Provident Fund	₹1,800.00	₹21,600.00
Professional Tax	₹200.00	₹2,500.00
Food Coupon	₹0.00	₹0.00
<b>DEDUCTIONS (B)</b>	<b>₹2,000.00</b>	<b>₹24,100.00</b>
<b>EARNED NET (A-B)</b>	<b>₹28,442.04</b>	<b>₹341,204.50</b>
Performance Bonus (Variable) (C)	₹3,750.00	₹45,000.00
<b>TOTAL GROSS (A+C)</b>	<b>₹34,192.04</b>	<b>₹410,304.50</b>
<b>ADDITIONAL BENEFIT (D)</b>	<b>₹3,307.96</b>	<b>₹39,695.50</b>
<b>COST TO COMPANY (A+C+D)</b>	<b>₹37,500.00</b>	<b>₹450,000.00</b>

The duration of accrual of your annual variable component will be based on your performance in the training program as well as your probation period. The maximum duration of accrual is 3 years.



*M. S. R.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Neebal Technologies Pvt. Ltd  
B2 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072  
T +912228574118 . E contact@neebal.com . W www.neebal.com  
CIN U74120MH2012PTC226006



Letter of Intent

19471A05B7

SK-Heena Kousar

November 24, 2022  
HEENA SHAIK  
Narasaraopeta Engineering College, Narasaraopet

Dear HEENA SHAIK,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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



*Mk*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19-588



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Sk.Malik Baba

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

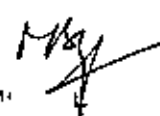
1st Floor Rej Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
**IQAC**

  
DIRECTOR  
NARASARAOPET  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

February 7, 2023

Rizwana Shaik  
Bangalore

Dear Rizwana,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the Associate Software Engineer role ("Position").

Congratulations!

We are delighted to set out below the terms and conditions of your employment with Clarivate Analytics (India) Private Limited. The terms and conditions of this letter with all Annexures ("Letter") and any and all internal policies, shall govern your employment with the Company.

**1. Commencement Date**

a. Your employment with the Company commences on **August 2, 2023** ("Effective Date").

**2. Initial Position, Work Description, Title Use and Work Base & Additional Terms**

- a. Your work base at commencement of your employment will be **Bangalore**. While the company has a hybrid remote working approach, you may be required to come to office location if your role requires you to work from office premises / to attend any training. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. These may from time to time be revised, by way of a written notice to you.
- b. You shall devote your entire working time, attention and energies to the business of the Company and shall assume and perform such further reasonable responsibilities and duties as may be assigned from time to time by the reporting manager or his / her designate(s), as applicable. You agree that you shall not undertake other business activities, except with the prior written consent of the Company, whether or not you receive financial compensation for these activities.
- c. The Company reserves the right to re-designate or revise your Position or work description at any time by way of a written notice to you and in compliance with applicable laws.
- d. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. "Group Company" means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.
- e. Where agreed by your reporting manager, the Company may permit you to use titles or designations solely for external representation purposes. If that is the case, you agree that any such title shall not in any way be deemed to operate as a modification of this Letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.
- f. Certain additional terms and conditions of your employment with the Company are detailed in the Annexures to this Agreement and shall also be applicable to you.

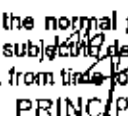
**3. Remuneration**

- a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I. Your remuneration includes a variable annual incentive bonus (AIP) or legacy incentive bonus (LIP) ("Annual Bonus") as set out in Annexure I B. You hereby agree that the Annual Bonus is in lieu of bonus based on profits payable under the Payment of Bonus Act, 1965 ("Bonus Act"), as per the terms set out in Annexure I.
- b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company. Such payment shall be subject to deductions of applicable taxes, and other levies or contributions, as per applicable laws and contractual terms, from time to time.

Previously known as TRCPL Projects Private Limited  
2<sup>nd</sup> Floor, Fleet House, Andheri Kurla Road,  
Gandevi, Marol Naka,  
Andheri East, Mumbai 400 059  
CIN: U74999MH2012FTC283853



Letter of employment for Rizwana Shaik

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

The Company Policies are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Company Policies provide guidance on some of the conduct issues that are critically important to the Company. Just as important, the Company Policies can help you identify when it's time to ask for guidance from your manager, a Company's human resources business partner or a Company's lawyer.

You may be asked for a written, signed or electronic acknowledgement for certain Company Policies. If so requested, please acknowledge that you have received access to and read those Company Policies and that you understand your obligations to comply with the Company Policies. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Company Policies are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgment electronically. Information will be provided to you as to how to submit your electronic acknowledgment. If you do not have computer access, and if required by the Company, you should sign a copy of the acknowledgment form as provided by your local human resources department.

- b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Company Policies. You acknowledge that non-compliance with any of the Company Policies may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.
- c. You acknowledge that it is your responsibility to know and keep yourself updated of the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.
- d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies

#### 9. Changes to the Terms and Conditions of Employment Applying to You

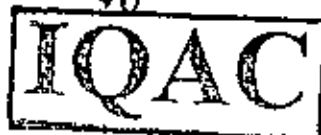
You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment provided in this Letter. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

You will normally be given not less than 7 (seven) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply with Company rules, regulations and Company Policies in existence together with any changes or modifications thereof from time to time.

#### 10. Confidentiality

- a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.
- b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.
- c. You shall execute the Clarivate Analytics Confidential Information and Invention Assignment Agreement in a form attached as Annexure IV under which you will have the obligations to keep Company's proprietary information confidential.

#### 11. Intellectual Property Rights



- c. Following termination of employment, you must not represent yourself as being in any way connected with the business of the Company or any Group Company (except to the extent agreed by the Company in writing).
- d. Prior to your last day of employment, you will execute documents to confirm your completion of handover formalities and return of Company property in accordance with the Company's instructions, irrespective of the reason for the severance.

**14. Indemnity**

You shall defend, indemnify and hold harmless the Company or any Group Company against and in respect of any and all actions, suits, proceedings, claims, demands, judgments, costs, expense (including reasonable attorney's fees) and damages resulting from, relating or incidental to, or arising out of any misrepresentation or breach of any provision of this Letter (including the Annexures), or any fraud, misconduct or gross negligence on your part in the course of your employment with the Company. The Company reserves all rights to the extent permitted under applicable law, and all rights and remedies are cumulative and in addition to the Company's rights under applicable law and equity. Delay, inaction or non-enforcement of any rights by the Company shall not be construed to be a waiver.

**15. Notice Pay Reimbursement (If applicable)**

Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer ("Notice Pay Reimbursement"), you agree that:

- a. you are responsible to properly account for and pay any applicable statutory taxes or levies on such Notice Pay Reimbursement;
  - b. In the event of your resigning voluntarily or your services getting terminated for cause / poor performance within one (1) year from the Effective Date, the Company reserves the right to reclaim the Notice Pay Reimbursement in full. You authorise the Company to deduct any Notice Pay Reimbursements from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment, and will be liable to pay the Company, any balance amount.
16. Your employment will be governed by the laws of India. Any dispute arising out of or in connection to this Letter shall be subject to the exclusive jurisdiction of courts of Bangalore, Karnataka.
17. If required by the Company, you agree to sign a Non-competition and Non-solicitation Agreement, in a form specified by the Company.
18. The invalidity or unenforceability of any part of this Letter will not render invalid or unenforceable the rest of Letter and the rest of the Letter shall continue in full force.
19. You hereby agree that the Company may from time to time collect, store, process, use or disclose personal data (including sensitive personal data) relating to you insofar as may be necessary or desirable in connection with your employment by the Company including sharing information with its holding/subsidiary/ associate companies or its customers and service providers. For the purposes of this clause "personal data" and "sensitive personal data" shall have the meanings ascribed to them under Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules 2011. You agree to regularly update your personal data made available to the Company and confirm to the accuracy and correctness of the personal data furnished by you. You agree to allow Company to collect, store and process by itself or through any third party engaged by it, to the extent applicable, for the purpose of discharging its duties towards its employees including but not limited to payroll processing. For the purposes of this consent, "personal data" shall mean and include information about you, including but not limited to your name, age, date of birth, address, designation, gender, monthly or annual compensation details, statutory contributions and/or deductions from the monthly compensation, Company loan account details, if any, bank account details.

**20. General**

- a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of this Letter.
- b. Where you wish to give notice to the Company you must send it electronically to your manager with a copy to human resource team or in writing to the Company's office located at the place where your manager is based with a copy to human resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.
- c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.
- d. This Letter along with all its Annexures, any Confidentiality and Invention Assignment agreement, and if applicable any Non-Competition and Non-Solicitation agreement signed by you and the Company are the entire agreement as between you and us with respect to your employment with the Company and supersede all prior agreements, letters of offer, or other writings as may have been exchanged between you and the Company.
- e. Headers given in this Letter are for convenience only and do not affect the interpretation of this Letter.

DOC: - SA/TA/Hyd/2023/4472

Date: -14 Feb 2023

Dear Sanaunnisa Shaik,

19471A05C0

**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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment

IQAC

Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19-5C2



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear S.Bhanu Prakash

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 15000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





5c3

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222951114/Chennai**  
**Date: 22/12/2022**

Mr. Kesava Chari Thondapi  
4-145Chagallu Road,  
Beside Sivalayam,  
Thondapi-522412,  
Andhra Pradesh.  
Tel# 91-9701115169

Dear Kesava Chari Thondapi,

**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 challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.


Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

TCS Confidential  
TCSL/DT20222951114

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

15/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





**GROSS SALARY SHEET**

Annexure 1

Name	Kesava Charl Thondapl
Designation	Systems Engineer
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<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>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu, India  
 Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
 Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Service line: 1800 209 3111 Email: careers@tcs.com

NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.



Roll no: 19471405C4  
ph no: 9790436515  
name: T. L. Swamy

**Offer: Computer Consultancy**  
**Ref: TCSL/DT2022977775/Hyderabad**  
**Date: 24/11/2022**

Mr. Lakshminarasimha Swamy Tullibilli,  
4-11, Srirukminipuram, Machavaram Mandal, Guntur District Near High School,  
Srirukminipuram,  
Piduguralla-522413,  
Andhra Pradesh.  
Tel#

Dear Lakshminarasimha Swamy Tullibilli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

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



## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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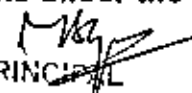
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## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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

**9. Confidentiality Agreement**

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

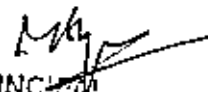
**10. Service Agreement**

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

**11. Work in SBWS mode**

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

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

  
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#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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 Sri Lankan 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,

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**22. 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.

**23. Rules and Regulations of the Company**

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

**24. 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.

**25. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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**Withdrawal of Offer**

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

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 & AIP**

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



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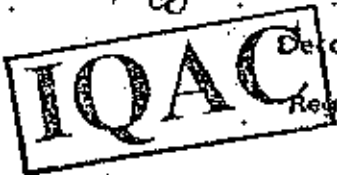
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Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganapur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI - Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon -122003, Haryana</p>	<p><b>DELHI - Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201309, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p><b>INDORE</b> TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Schema 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 Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108</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, Kariyavattom P.O. Trivandrum - 695581, India</p>	

  
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## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to; or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).


(g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

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

#### 9. No License

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

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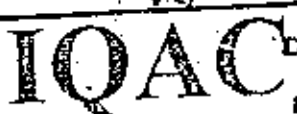
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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(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.

*M. K.*  
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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20223058954/Kolkata**  
**Date: 21/12/2022**

Mr. Selvaraj Tumma  
11-2-3/2 Navodaya Nagar,  
Near Hindu School,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel# -

Dear Selvaraj Tumma,

**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 challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

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TCSL/DT20223058954

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

భారతదేశంలోని అనేక ప్రాంతాలలోని కార్యాలయాలకు  
(AUTONOMOUS)

NARASARAOPET - 522 601



Building 3A, EcoSpace, Plot - 11F/12, New Town, Rajarhat, Kolkata-700156, West Bengal (Dist.), A.P.  
Tel: 91 33 6688 1000 Fax: 91 33 6636 6001 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



GROSS SALARY SHEET

Annexure 1

Name	Selvaraj Tumma
Designation	Systems Engineer
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<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>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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

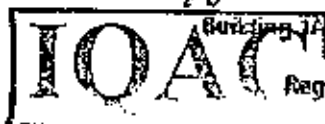
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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

EcoSpace, Plot - 8F/12, New Town, Rajarhat, Kolkata-700156, West Bengal, India  
Tel: 91 33 6688 1000 Fax: 91 33 6636 6001 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



19-5C6



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear B.Bhargavi

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

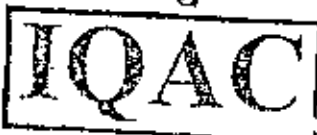
Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

[www.cogenteservices.com](http://www.cogenteservices.com)



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Guntur (Dist.), A.P.





**PEPSICO**

**PRIVATE AND CONFIDENTIAL**

July 6, 2023

Yaganti Mounika Prasanna Lakshmi  
2-226, Near Vinayaka Temple, Kunduri Vari Palem (VG), Muppalla (Md), Guntur (DT) Vari  
palem Guntur, Andhra Pradesh 522408  
India

Dear Yaganti Mounika Prasanna Lakshmi,

It is indeed a pleasure to welcome you to **PepsiCo Global Business Services India LLP** ("The Organization") as an integral member of the team. We look forward to working together towards achieving PepsiCo's vision, to be the global leader in convenient foods and beverages by winning with purpose.

This is to confirm our offer to you for the position of **Senior Executive - Data & Analytics**, to be based at **Hyderabad -IND**. Please find enclosed a copy of our offer to join. Please review the same and agree to the terms & conditions stated online, once you join us, for our records.

Please do not hesitate to contact us if there is anything we can do to ensure that your transition to our Organization is as smooth as possible.

Regards,

**Avantika Susan Nigam**  
Head of HR

Enclosure: Appointment letter

**PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP**

*(This entity is registered with Limited Liability)* LLP Identification Number: AAO-6786

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,  
Telangana 500075. Tel: +91 40 7136 9000



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Signed by Yaganti Mounika Prasanna Lakshmi | yagantimounika123@gmail.com | 7/7/2023 4:13:33 AM UTC

| 157.47.127.10



**PEPSICO**

PRIVATE AND CONFIDENTIAL

July 6, 2023

Yaganti Mounika Prasanna Lakshmi  
2-226, Near Vinayaka Temple, Kunduri Vari Palem (VG), Muppalla (Md), Guntur (DT) Vari  
palem Guntur, Andhra Pradesh 522408  
India

Dear Yaganti,

We are pleased to confirm our offer to join "PepsiCo Global Business Services India LLP" ("The Organization") as a **Senior Executive - Data & Analytics**. The primary terms and conditions are as follows:

Your appointment will be effective from the date of joining which shall not be later than **August 7, 2023** and you are being employed to work from and report to our office unit on 15th Floor, Tower B in Special Economic Zone located at SY No 107, Laxmi Infobahn, Kokapet, Hyderabad, Telangana- 500075 on the Joining Date.

**1. Place of Work:**

On joining, you will be required to relocate to Hyderabad or to any place within commuting distance of the office within 30 days of the Joining Date. During the course of your employment with the Organization, your services are liable to be transferred, seconded or deputed to any of the divisions, branches or companies belonging to, or affiliated to, or associated with the Organization either existing as of date or which may come up in future from time to time. Such transfer, secondment or deputation may be within India or overseas. It is further clarified that except the relocation expenses and transport benefits (as per policy) offered by the Organization, all other expenses for to and fro office will be borne by the employee.

**2. Compensation and Allowances:**

The Total Fixed Pay offered to you is **INR 509,241.00** per annum. This includes statutory retires. The Target Variable pay offered to you is **INR 47,500.00** and the pay-out is subject to your meeting the performance criteria as per the organization's annual bonus policy. The details of the compensation offered are attached in Annexure A.

In the event that, prior to your first anniversary of your Date of Joining, you resign from your employment for any reason or your employment is terminated by the Organization for reasons detailed under this Appointment letter (i) you will be entitled to retain only that portion of the sign-on cash bonus determined by multiplying the sign-on-cash bonus by a fraction, the numerator of which will be the number of whole months that have elapsed.



Signed By: Yaganti Mounika Prasanna Lakshmi | yagantimounika123@gmail.com | 7/7/2023 4:13:33 AM UTC

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SRINIVASA RAO JAYAKRISHNIA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001  
Guntur (Dist.), A.P.

from your Start Date to your termination date and the denominator of which will be 12 (such amount, the "Earned sign-on cash bonus"), (ii) you will promptly repay PepsiCo any portion of the sign-on cash bonus already paid to the extent it exceeds the Earned sign-on cash bonus and (iii) you will forfeit any unpaid portion of the sign-on cash bonus.

**3. Medical:**

You and your Immediate family members, consisting of spouse, dependent children, will be covered under the Organization medical scheme on any hospitalization subject to a limit of Rs. 5,00,000 (governed by the Medical Insurance Policy.)

**4. Annual Leave:**

You are entitled to Annual leave in accordance with Organization policy.

**5. Termination:**

Your services with the Organization can be terminated by either side, without assigning any reason, by giving 60 (sixty) days' notice in writing ("Notice Period"). Upon resignation, you will be required to serve the full Notice Period. Any leave taken during Notice Period will be added to the Notice Period. The Organization reserves the right to terminate employment of an employee, for any reason whatsoever, by giving notice as applicable or 'Basic Pay' in lieu of the notice period as applicable, for the level. In case of gross misconduct, negligence, fraud, embezzlement or misappropriation, employment may be terminated by the Organization forthwith without any notice or compensation in lieu thereof.

**6. Non-Disclosure:**

You acknowledge and agree that unauthorized disclosure of the confidential information or trade secrets of the Organization or any of its affiliates would cause irreparable loss and damage to Organization, and that you shall, besides being liable to be terminated of your employment on this account, will also be liable to be proceeded against for such relief, including but not limited to, damages.

**7. Non-Compete:**

In signing this Offer and Appointment letter, you agree that during the period of twelve (12) months following the termination of this agreement, you shall not:

(a) Provide services for or be employed by, whether as an employee, director, consultant or otherwise, any entity that materially competes with beverage or snacks business of the Organization, or any entity associated or affiliated with the above businesses, in the U.S., India, Thailand, or any other countries with respect to which you have performed services for the Organization or any of its affiliates.

(b) Solicit or endeavor to entice away from the Organization or any of its affiliates any employee, or any other person engaged by the Organization or its affiliates, (whether or not such a person would commit any breach of contract by reason of leaving the service of the Organization or its affiliates), or any customer of the Organization or its affiliates.

(c) Disclose to any unauthorized person or persons or misuse confidential information or trade secrets of the Organization or any of its affiliates.



*M. S.*  
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(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.

### 8. Termination Payments:

As consideration for the Organization paying your relocation expenses, notice period, sign on cash bonus if any, or any other incidental expenses, you agree that if you voluntarily leave the Organization to join another Organization within a period of twelve (12) months, then as per the Organization's policy/ies, you will be required to repay the Organization such expenses or allowances, as applicable. Further, you understand and agree that any amount you owe the Organization, for whatever reason (including amounts related to the repayment of relocation expenses or allowances), at the time you terminate your employment will be deducted, in whole or in part, from your last pay check(s) and/or expenses reimbursement.

### 9. Governing Laws:

Your right to any compensation or benefit referenced in this Appointment letter will be determined under the terms of the applicable plan or program. In the event of a dispute, this Offer and Appointment letter shall, for all purposes, be governed and construed in accordance with the law of India, without reference to principles of conflicts of laws.

### 10. Retirement:

You will retire from services of the Organization on the day you complete the age of 60 years or such age as decided by the Organization from time to time.

### 11. Safety:

The employee agrees that during the term of Appointment, he shall comply with the safety policy / norms prescribed by the Organization from time to time. In case of non-compliance / breach of any terms and conditions of the safety policy/norms, the Organization shall be entitled to take such action as deemed fit by the Organization and/or as per applicable law, including termination of the employment with the Organization.

### 12. Code of Conduct:

You will adhere, at all times, to the Organization's Code of Conduct, all Organization policies and to the laws and regulations of any country in which you work.

### 13. Data Protection and Monitoring:

The Organization or its authorized third party will collect and process information relating to your employment, in terms of the Global Privacy Notice for Employees and you are required to sign the same and handover to your HR.

The Organization's systems also enable the Organization to monitor your "Electronic Resources" includes, but is not limited to, electronic mail (e-mail), laptops, tablets, handhoids, iPads, voicemail, text messages, phone, mobile group messaging applications, collaboration tools, Internet access history, and any other devices, data, or computer systems used for the Organization's business. In order to carry out the Organization's legal obligations as an employer (such as ensuring your compliance with the Company's IT related policies), and for Organization's legitimate business reasons, the Organization may monitor use of your Electronic Resources by automated software or otherwise. Monitoring is only carried out to the extent permitted or as required by law and as necessary and justifiable for business purposes.



Signed by Yaganthi Mounika Prasanna Lakshmi | yaganthimounika123@gmail.com | 7/7/2023 4:13:33 AM UTC

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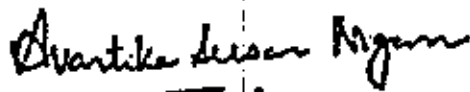
14. The Organization conducts background checks on all new employees. All employment confirmation is subject to satisfactory completion of the background verification.

**15. Acceptance:**

You have read, understood and accepted the conditions of your employment outlined above. By clicking "Accept" at the next prompt, you will be electronically accepting the terms and conditions of this Letter of Understanding, thereby acknowledging and confirming that you have read and understand the terms and conditions contained herein. You thereby agree to all of the terms and conditions contained therein, including any additional policies, agreements, and addendums located on pages following this signed letter. Furthermore, you are aware that by affixing your electronic signature, it is a legally binding equivalent of your handwritten signature and that in future you may not repudiate the meaning of your electronic signature.

We are happy to welcome you to our Organization and look forward to you building a mutually beneficial long-term association with the Organization.

Regards,




**Avantika Susan Nigam**  
Head of HR

**PEPSICO GLOBAL BUSINESS SERVICES INDIA LLP**

*(This entity is registered with Limited Liability) LLP Identification Number: AAO-6786*

Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,

Telangana 500075. Tel: +91 40 7136 9000

  
  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Signed by Yaganti Mounika Prasanna Lakshmi | yagantimounika123@gmail.com | 7/7/2023 4:13:33 AM UTC

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**ANNEXURE A**

**Name of Candidate:** Yaganti Mounika Prasanna Lakshmi  
**External Title - Function:** Senior Executive-Data & Analytics  
**DOJ:** August 7, 2023

Component	Details/Linkage	Amounts in INR p.a.
Basic Salary	Basic Pay is 40% of GBS Fixed Pay	INR Rs203,697.00
Flexible Compensation	This amount can be apportioned to HRA, LTA, NPS, Telecom Reimbursement and other components as per employee choice	INR Rs271,303.00
GBS Base Pay	Annual Guaranteed Cash	INR Rs475,000.00/Yr.
Provident Fund (PF) - Employer Contribution	12% of Basic	INR Rs24,444.00
Gratuity	4.81% of Basic	INR Rs9,798.00
GBS Fixed Pay	Sum of all components above	INR Rs509,241.00
Annual Bonus	Performance linked payout Annual payment for the year is pro-rated basis the month of joining for employees joining before 1st Oct and joiners on 2nd Oct and after are not eligible for that year's bonus	INR Rs47,500.00
GBS Total Cost to Company	Sum of PepsiCo Fixed Pay & Variable Pay	INR Rs556,741.00

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Hyderabad Office: 14th Floor, SY No 107, Laxmi Infobahn, Tower 2, Kokapet Village, Gandipet Mandal, Ranga Reddy,  
Telangana 500075. Tel: +91 40 7136 9000

**IQAC**

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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Signed by Yaganti Mounika Prasanna Lakshmi | yagantimounika123@gmail.com | 7/7/2023 4:13:33 AM UTC  
157.47.127.10

Date:24/02/2023

Guravaiah Duddukuri,  
D.No:8-111/A,Navodaya Nagar,Guntur,  
India

Subject: Training Letter

Dear Guravaiah,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, that we have decided to provide you appointment as Trainee at Nagarro.

You are requested to join us on or before 01/03/2023. During the period of training, you would be paid a stipend of 19,000/- per month.

The details of your compensation package and terms and conditions of your employment are enclosed hercin.

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

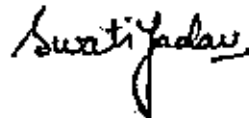
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five Passport size photographs

Yours Sincerely,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A05C1

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Shoyab Aktar Shaik,  
D. No: 13-96, RamNagar,  
Narasaraopeta.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Shoyab Aktar Shaik,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



*MB*  
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Guntur (Dist.), A.P.



Appendix – 2  
Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

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Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Prasanth Vadlamudi,  
D.No: 5-82, Kalamandir center,  
Chilakaluripet.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Prasanth Vadlamudi,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**

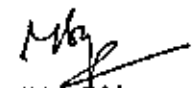
Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

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- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Appendix - 2  
Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A05D2

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Raghava Reddy Are,  
D.No: 5-812, Brodipet, Guntur.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Raghava Reddy Are,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as Software Engineer Trainee in our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on 1<sup>st</sup> June 2023 ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



*Mly*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

<b>Salary Breakup</b>		
<b>Year 2</b>		
<b>Designation</b>	<b>Software Developer - II</b>	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
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*lf*  
**IQAC**

*Mg*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear ARVAPALLI VENKATA DATTATREYA RAHUL,  
78-325, NEAR Police Station, Medikonduru,  
Andhra Pradesh, India.  
Document ID - 2b829v7d-1fbv-4900-bb41-6964bc07va5b

Dear ARVAPALLI VENKATA DATTATREYA RAHUL,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee In band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexe(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 129, NOIDA - 201304, UP, India  
t: +91 0120 620 25000 f: +91 120 4680330

Corporate Identity Number: L74100DL1991PLC048369  
Registered Office:  
205 Siddharth, B6 Nehru Place, New Delhi - 110008, India

Signature of Employee:

PRINCIPAL

NARASARAOPEETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPEETA ENGINEERING COLLEGE

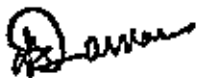
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

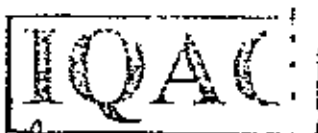



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□

□



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTONOMOUS)  
NARASARAOPETA - 522 001  
Guntur (Dist.), Andhra Pradesh

19A71A05C9

**Dhruvsoft Services Private Limited**  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

**Narendra Reddy Venna,**  
D. No: 6-589, Karampudi Road,  
Piduguralla.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Narendra Reddy Venna,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**


Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



<b>Salary Breakup</b>		
<b>Year 2</b>		
<b>Designation</b>	<b>Software Developer - II</b>	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



*M. S. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A05D4

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Venkata Sarath Chandra Basu,  
D. No: 64-639, Market Center,  
Srinivasa Nagar, Guntur.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Venkata Sarath Chandra Basu,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**

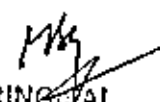
Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.


Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur, Hyderabad -  
 500081



Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
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Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
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 PRINCIPAL  
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 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

19471A05D5

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
III Tec City, Madhapur, Hyderabad -  
500681



Date: 19 October, 2022

Ujwal Boddu,  
D. No: 5-82, Panchayat Office Road,  
Rentapalla.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Ujwal Boddu,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**


Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

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Your employment is subject to and conditional upon:

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur, Hyderabad -  
 500081



<b>Salary Breakup</b>		
<b>Year 2</b>		
<b>Designation</b>	<b>Software Developer - II</b>	
<b>(A) Components of Salary</b>		
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*M. K. J.*  
 PRINCIPAL  
 NARASARAO PETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAO PETA - 522 601  
 Guntur (Dist.), A.P.

Date:24/02/2023

Naga Babu Bolla,  
D. No:16-15,Prakash Nagar,  
Narasaraopet, 522601  
India

**Subject: Training Letter**

Dear Naga Babu,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, that we have decided to provide you appointment as Trainee at Nagarro.

You are requested to join us on or before 01/03/2023. During the period of training, you would be paid a stipend of 19,000/- per month.

The details of your compensation package and terms and conditions of your employment are enclosed herein.

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

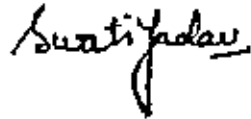
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

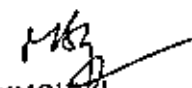
- Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five Passport size photographs

Yours Sincerely,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Date:24/02/2023

Achyut Sai Krishna Dbulipudi,  
D. No:13-214,Pandaripuram,  
Chilakaluripet, 522616,  
India

Subject: Training Letter

Dear Achyut Sai Krishna,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, that we have decided to provide you appointment as Trainee at Nagarro.

You are requested to join us on or before 01/03/2023. During the period of training, you would be paid a stipend of 19,000/- per month.

The details of your compensation package and terms and conditions of your employment are enclosed herein.

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

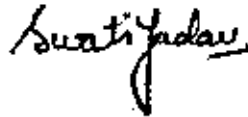
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five Passport size photographs

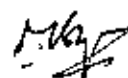
Yours Sincerely,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director



  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

Date:24/02/2023

Nasad Vali Dudekula,  
D.No:14-632,vidya Nagar, Near Hindu School  
Guntur,  
India

Subject: Training Letter

Dear Nasad Vali,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, that we have decided to provide you appointment as Trainee at Nagarro.

You are requested to join us on or before 01/03/2023. During the period of training, you would be paid a stipend of 19,000/- per month.

The details of your compensation package and terms and conditions of your employment are enclosed hercin.

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

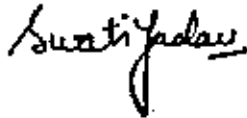
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)
- Copy of Aadhar Card, PAN Card, Driving License and Pasport (if applicable)
- Five Passport size photographs


Yours Sincerely,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



NTHR/22-23/V516

Date-11th November 2022

To,  
Naga Venkata Sumanth Goll  
H.No: 11-321 Andukuru VillageKrosuru Mandal,  
Palnadu District,  
Andhra Pradesh

Dear Naga Venkata Sumanth,  
Congratulations! You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a Trainee Software Engineer on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on 15th June 2023. Your base location would be Mumbai, The address of our premises is BI-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION


You are subject to a six-month probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



Neebal Technologies Pvt .Ltd  
B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072  
T +912228574118 . E contact@neebal.com . W www.neebal.com

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	<b>Naga Venkata Sumanth Goli</b>	
<b>DESIGNATION</b>	<b>Trainee Software Engineer</b>	
<b>BAND</b>	<b>1</b>	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
<b>Gross Salary</b>	<b>₹14,400.00</b>	<b>₹86,400.00</b>
<b>Earned Gross Salary</b>	<b>₹14,400.00</b>	<b>₹86,400.00</b>
<b>TDS (10%)</b>	<b>₹1,600.00</b>	<b>₹9,600.00</b>
<b>Cost to Company</b>	<b>₹16,000.00</b>	<b>₹96,000.00</b>



*M. G. P.*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

NTHR/22-23/V516

Date-11th November 2022

To,  
Sagar Babu Gorrepati  
H.no:5-36,Nakarikallu,  
Palnadu District,  
Andhra Pradesh.

Dear Sagar Babu,  
**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a Trainee Software Engineer on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on 15th June 2023. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a six-month probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.


#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



B1-007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072  
T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

  
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Guntur (Dist.), A.P.

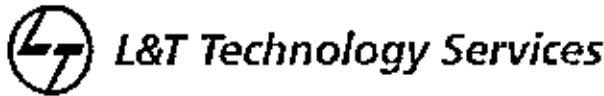
**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	<b>SagarBabu Gorrepati</b>	
<b>DESIGNATION</b>	<b>Trainee Software Engineer</b>	
<b>BAND</b>	<b>1</b>	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹86,400.00
Earned Gross Salary	₹14,400.00	₹86,400.00
TDS (10%)	₹1,600.00	₹9,600.00
Cost to Company	₹16,000.00	₹96,000.00



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



Ref: LTTS/HR/ET/2023-24/0162

Date: 13th February 2023

Name: Grandhi Jyothirmayee

**Letter of Intent**

Dear Grandhi Jyothirmayee,

Greeting from L&amp;T Technology Services Ltd.!

We are pleased to share with you this Letter of Intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

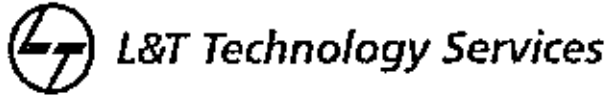
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Page 1 of 1

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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations, and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

**All communications / notices should be addressed to:**

Human Resource Dept – Talent Acquisition (Campus Hiring)  
L&T - Technology Services, SEZ Unit II,  
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,  
Nagawara, Bangalore 560045

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

Yours truly,  
For L&T Technology Services Limited

Prakash Krishnamoorthy  
Head – Leadership Hiring and Strategic Talent Initiatives

Acceptance by applicant below

.....  
I have read this Letter of Intent and accept the same

Name: Grandhi Jyothirmayee

College: GCET - HYD

Signature

Date:

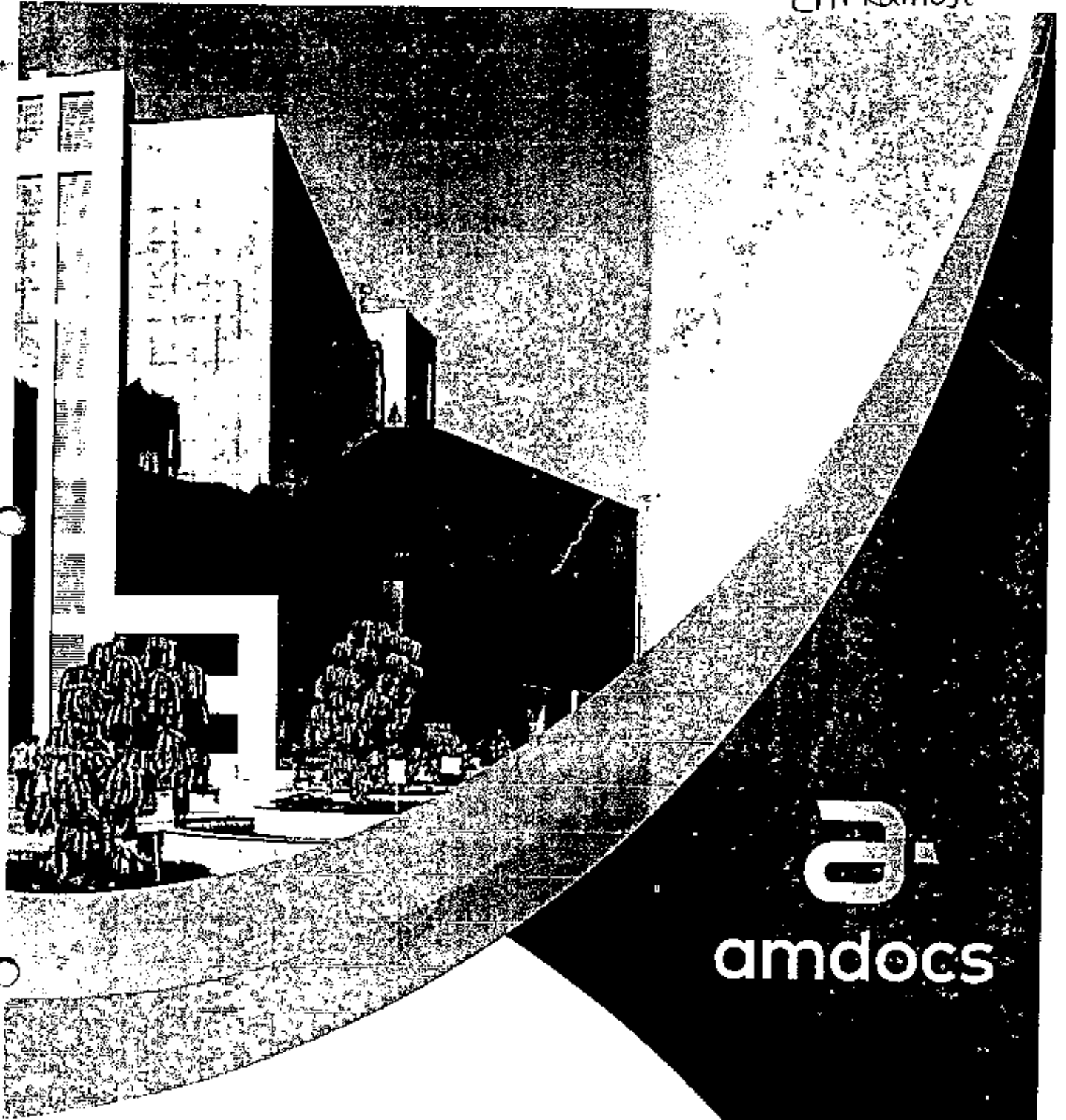


Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

CIN: L72900MH2012PLC232169  
Page 1 of 1

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
19471A05D7  
Ch. Ramoji



  
amdocs

# EMPLOYMENT AGREEMENT

  
**IQAC**

  
PRINCIPAL  
NARASARAO PETA EDUCATIONAL SOCIETY OF  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.



Dear *Ramoji Chandana*,

*Congratulations on your offer and welcome to Amdocs!*

*We are very excited to have you on board.*

*You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.*

*We are hopeful you will find your time with us to be challenging and fulfilling!*

*Please feel free to reach out to us with any questions.*

#### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours .
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

2023-01-CAMP-T/DYCLP-Y02718-1



*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.













Date: November 25, 2022  
Ms. Ramaji Chandana

### Employment Agreement



We are pleased to confirm your employment with **Amdocs Development Centre India LLP** ("Amdocs") under the terms and conditions provided herein, effective as of **July-2023**("Start Date").



- (a) **Position**  **Software Engineering Associate**
- (b) **Location**  **Amdocs offices in Pune, India.**
  - Domestic and International travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c) **Annual Total Remuneration (on a Cost to Company basis) gross**  **INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:**
  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d) **Statutory Bonus**  Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e) **Gratuity**  Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f) **Annual Bonus** 
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g) **Annual Vacation**  To be granted, accrued and used in accordance with Amdocs' policy and applicable law.  
You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h) **Annual Sick Leave**  To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

2023-01-CAMP-T3-DVCI-P-Y02718-2



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

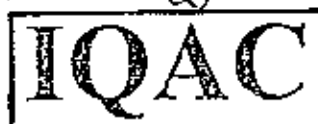
## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.

2023-01-CAMP-T3-DVCI-P-Y02718-3



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### **Initial employment**

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/or its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

2023-01-CAMP-T3-DVCI-P-Y02718



*M. G.*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.



relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

### 5. Miscellaneous and Additional Conditions

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

2023-01-CA MP-T3-DVCI-P-Y02718-5



*M. My*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, **Ramaji Chandana**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will accept the terms of this agreement and commit to comply with them.

**Ch. Ramaji**  
Signature

**29/03/2023**  
Date



2023-01-CAMP-T3-DVCI-P-Y02718-6



**M. V. S.**  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



## Exhibit A

### Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP. ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

### 1. Confidentiality

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

### 2. Non-Disclosure of Confidential Information

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of – Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party – whether in writing, verbal, digital format or otherwise [collectively, "Confidential Information"]. All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

### 3. Intellectual Property Rights

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all Inventions (defined below), copyrights, trademarks or any other intellectual property rights [collectively, "Intellectual Property Rights"]. You hereby waive any right or claim for ownership in relation to any Invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any Inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "Inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which

2023-01-CAMP-T3-DVCI-P-Y02718-7



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.


#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.

2023-01-CAMP-T3-DVCI-P-Y02718-3



  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



#### 6. Confidentiality

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

#### 7. Successors' Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

#### 8. Modification; Entire Agreement

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

#### 9. Right and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) Specific Performance. Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.

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Guntur (Dist.), A.P.





**10. Governing Law; Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.

Ms. Ramoji Chandana

Talent Acquisition Manager

Ch. Ramoji

Signature

2023-01-CAMP-T3-DVCI-P-Y02718-10



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19-567



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear M.Hadassa

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAPETA - 522 601,  
Guntur (Dist.), A.P.

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear JIDUGU NAGA PAVAN KUMAR,  
5-368, NEAR Sal baba Temple, Atchampeta,  
Andhra Pradesh, India.  
Document ID - 2b829m7d-1fbm-4900-mb41-6964mc07ma5b

Dear JIDUGU NAGA PAVAN KUMAR,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 125, NOIDA- 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74340DL1991PLC048369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee (AUTONOMOUS)  
NARASARAOPETA - 522 501  
Guntur (Dist.), A.P.

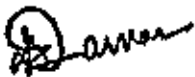


Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times -- we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

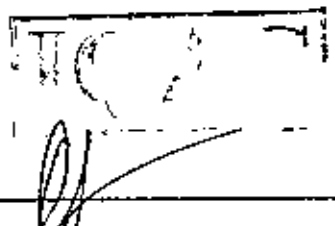


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

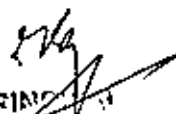
This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

□

□



2

Signature of Employee: 

PRINCE  
MARASAPETA

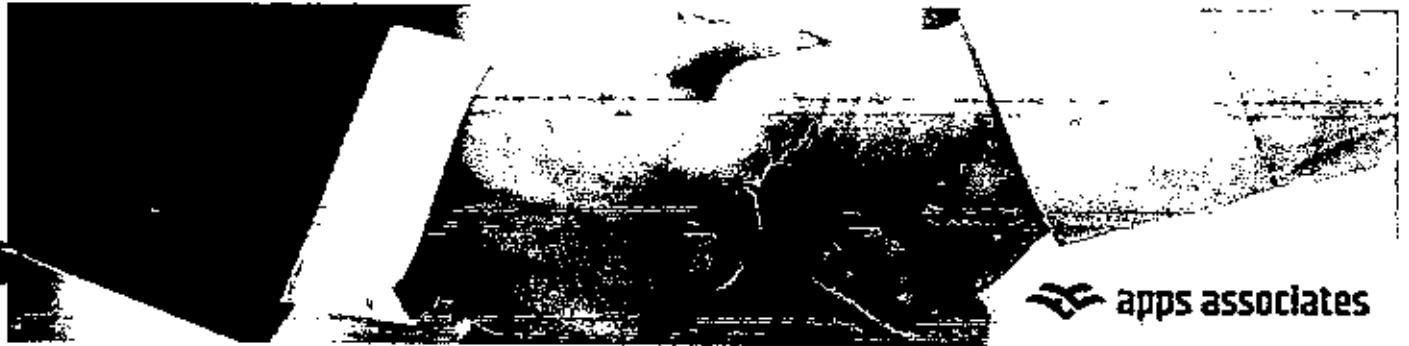
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GURU

K. Krishna Chaitanya Gupta

IVCSE - B

19471A05F1

9390659802



WELCOME TO APPS ASSOCIATES

LETTER OF INTENT

Dear Kakumanu Krishna Chaitanya Gupta,

Congratulations! Welcome to Apps Associates family!

With reference to your application and subsequent discussions, we are pleased to offer the "Letter of Intent" as per details given below:

- You will be designated as Associate Trainee, based at Hyderabad, India. You may be required to work in any of our establishments within India as per organisation requirement from time to time.
- Your annual total compensation will be of INR 4,00,000/- (Six Lakhs Rupees only) all inclusive. During the first 2 years of employment with us, your compensation will be reviewed & increased for every 6 months subject to your performance. Post completion of 2 years, you will be aligned to regular yearly appraisal policy.
- You will be under the probation period for One year with a 2-year Service Level Agreement.
- The letter of intent is valid subject to your completion of your academic courses with minimum 70% aggregate & above as specified at time of your selection.
- Kindly note that this is only the "Letter of Intent" and we will issue a detailed Appointment Letter on final confirmation and the day of joining.


Wishing you all the best and looking forward to meet you. For any assistance please reach us @9100017377 / campus\_hiring@appsassociates.com

Best Regards,

Talent Acquisition Team

EXTREME EXPERTISE



  
K. Krishna Chaitanya  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

K. Uday Sai  
19471A05F3

IV CSE-B

2174676 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

Dear Uday,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of **3 (Three) months** from the date of joining.
- o You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



K. Uday Sai

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

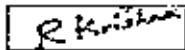
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
[www.techmahindra.com](http://www.techmahindra.com)  
CIN L64200MH1986PLC041370

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [CampusJoining@techmahindra.com](mailto:CampusJoining@techmahindra.com)

This Letter of Intent shall cease to be valid on **30-Jun-2023** or Issue of Offer of Appointment, whichever is earlier.

We look forward to you having a rewarding career with us.

Yours sincerely,  
For Tech Mahindra Limited,



Krishna Ramaswamy

Head - Resource Management Group

  
**IQAC**

*K. Udayasai*  
*M. H. J.*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAO PETA ENGINEERING COLLEGE  
GUNTUR DISTRICT, A.P.

**Annexure - A**

**Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (in Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z ; Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and jQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



*K. Uday Sai*  
*M. J.*  
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(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist), A.P.



**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
Total Variable Pay (TVP) (Per Annum) (*)	31221
<b>Total.....(A)</b>	<b>312206</b>
<b>Additional Benefits.....(B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----(A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the Individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
<b>i) Gratuity :</b> As per Payment of Gratuity Act	
<b>ii) Insurance</b>	
a) <b>Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) <b>Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) <b>Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	



19-5/4



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K.Pravallika

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 18000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Bakmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19-5f5



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K.Saisatwik

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel, Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA ENGINEERING CO., LTD.  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

k-Babu  
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IV - CSE-B

**Neebal**  
Technologies

NTHR/22-23/V504

9959963706

Date-9th November 2022

To,  
**Babu Konanki**  
S/o. Siva Raj 17-1-80, Christian Palem  
Narasaraopeta Palnadu District, A.P

Dear Babu,

**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.

For all Engineers - OCPJP



Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

*M. J. C.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

On successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal for which a suitable written communication will be issued in your favour.

#### **BENEFITS, INCREMENT AND PROMOTION**

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company. You will receive the remuneration defined in Annexure A during the probation period.

After successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal and your annual all inclusive Cost To Company (CTC) will be incremented as per Annexure B.

Your annual variable component will be based on your performance rating accrued to you by your supervisors and the feedback of our clients. Neebal follows a rating system of 1-5. Variable amount will be paid out after completing 3 years of employment bond.

You will be eligible for your next annual increment in April 2025.

You will be responsible to plan for appropriate tax savings, the satisfactory proof of which will be submitted to us well in time or else the applicable taxes will be deducted from your monthly salary. A complete breakup of your salary structure is defined in Annexure B.

#### **MINIMUM SERVICE PERIOD**

Neebal has invested and continues to invest a large sum of money in creating and maintaining world-class facilities to ensure the growth and development of its employees by making available to them continuous learning/training programs, access to the latest books and periodicals that are published globally, providing them with the latest hardware gadgets and software tools that are available, etc. and as such expects each of its employees to work a minimum no. of 30 months (excluding probation period of 6 months) with Neebal failing which, you will be liable to pay Neebal a sum of INR 1,50,000.00 (Rupees One Lakh Fifty Thousand Only). A non-dated cheque of the above-mentioned amount will be required to be submitted by you on your first day of employment favoring Neebal Technologies Pvt. Ltd. that will remain in the custody of Neebal and will be returned to you on your completion of the said minimum period of service as mentioned above.

#### **TRANSFER**

Neebal reserves the right to transfer your services at any of its offices, work-sites, associates or affiliate companies including at its client's location anywhere within or outside India, on the terms and conditions as applicable to you at the time of transfer.

#### **CONDUCT**

You shall not at any time engage in or be concerned with or become interested, directly or indirectly, in any business (including that of Neebal's customers), work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business (The Company is the sole judge thereof). You shall be governed by all rules, regulations and policies of the Company. You will be liable to pay the service agreement fee if your services are terminated on



the grounds of noncompliance with policies or non-performance during the service agreement period.

#### **WORKING HOURS**

The default working days in the probation period in Neebal is from Monday to Saturday and employees are required to complete 54 hours of billable or approved work in that week.

Post confirmation working days would be from Monday to Friday and employees are required to complete 45 hours of billable or approved work in a week.

#### **ALTERNATE EMPLOYMENT**

As a full-time employee of Neebal, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the prior written permission of Neebal.

#### **LEAVE**

You will be eligible for a total of 12 of earned leaves on completion of every year of your service.

#### **UNAUTHORIZED ABSENCE**

Your unauthorized absence from the job for a continuous period of more than three (3) working days will be treated as absconding from duty, and in the event of your not reporting for job within 10 days from the date of absence, the same would be treated as "Your voluntary abandonment of the job" and it shall be deemed that you are no longer interested in working and have abandoned the job on your own accord. Neebal will then have a right to initiate legal proceedings against you.

#### **TRADE SECRETS AND CONFIDENTIAL INFORMATION**

During the term of your work, you may have access to and become familiar with various trade secrets and confidential information belonging to the Company, its affiliates and its customers. You shall acknowledge that such confidential information and trade secrets are owned and shall continue to be owned solely by the Company, its affiliates and its customers, as the case may be. You shall agree not to use, communicate, reveal or otherwise make available such information for any purpose whatsoever or to divulge such information to any person, partnership, corporation or entity other than those expressly designated by the Company unless such employee is compelled to disclose it by judicial process.

#### **RESTRICTIVE COVENANT**

The Company is in the business of providing various services including services in the computer software and information technology area. By signing this agreement, you acknowledge that:

- a. The Company's services are highly specialized.
- b. The identity and particular needs of the Company's customers are highly confidential and must be kept that way.
- c. The Company has a proprietary interest in its customer list and relationships.
- d. Documents and other information regarding Company's services, pricing and costs, as well as information pertaining to Company's customers, including but not limited to identity, location, service requirements and charges to the customer are highly confidential and constitute trade secrets.

You shall also during the tenure of your employment with the Company not engage yourself either directly or otherwise or carry out either by yourself or through any other person or entity any work, take assignment or contract for development or maintenance of computer software, or any such

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CIN U74120MH2012PTC226006

PRINCIPAL

NARASARAO PETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAO PETA - 522 601

Guntur (Dist.), A.P.



package or products belonging to or owned or possessed by any individual or group of individuals or entity even outside your normal working hours with the Company.

You will not directly or indirectly solicit, take up employment or transact any sort of business directly or indirectly with any person, company, firm, or corporation which is or was the customer of the Company on behalf of yourself or any other person, firm, company or corporation, for a period of one (1) year after this job appointment has been terminated for any reason, regardless of whether the termination is initiated by the Company or Yourself.

#### TERMINATION AND NOTICE PERIOD

The Company shall have the right to terminate your employment, without any notice, in the event of any of the following:

1. Breach of any of the conditions of this agreement; and any other rules made applicable to you in respect of your employment with us.
2. Violation on your part of the Company's rules with regard to the authenticity and information declared at the time of joining the Company.
3. Any misconduct on your part;
4. Failure to carry out any of your duties and obligations.
5. Undisciplined and/or immoral code of conduct
6. Any breach of trust or confidentiality of any sort from your side.

During the period of probation, Neebal Technologies Pvt. Ltd. alone has the right to terminate the contract of employment.

After completion of the said probation and confirmation thereof, Neebal Technologies Pvt. Ltd. has the right to terminate the contract of employment by giving 30 days notice to that effect in writing or salary in lieu thereof. The right to terminate the contract of employment can be exercised by you upon giving at least 90 Days' notice to that effect in writing.

The 'Non Disclosure' and 'Maintenance of Business Secrecy' as defined and narrated above shall survive even after the termination of this agreement.

#### DISPUTE

Any dispute between yourself and the company concerning with or relating to or arising out of this contract shall be subject to the jurisdiction of and be determined by a court of competent jurisdiction in Greater Mumbai only.

#### EMPLOYMENT VERIFICATION

The Company reserves the right to verify your documents and background through internal or external agencies. These may include your current / previous employment history, educational / professional credentials, medical history and other background checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "DOCUMENTATION REQUIRED". If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including; but not limited to termination of your employment. When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may, at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, in advance of initiating appropriate action. In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.



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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**DOCUMENTATION REQUIRED**

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of this Letter of Offer
  - Undated cheque from your bank account in the name of the Company for Rs.1,50,000.00
  - 2 copies of your recent passport size photograph with white background.
- Attested copies of the following:
- Proof of age
  - SSC/HSC or equivalent examination mark sheets
  - Diploma / Degree for all the Semesters / Years or Passing Certificate
  - Passport / Voter ID card / Ration Card.
  - Two / Four wheeler Driving License.
  - Pan card & AADHAAR card (If Any)
  - Medical Fitness Certificate detailing medical history of last 3 years

You are requested to note that our offer is subject to your submitting the above documents. According to the standard practice of our Company, you will treat the above terms of this Letter of Offer as confidential.

We are enthusiastic and pleased that you are going to be a part of our organization. To accept this offer of employment, you will need to sign this offer letter and send or courier the offer of employment forms to the indicated address within 14 business days from the date of this letter.

All additional pre-employment documentation provided to you must be completed and returned on your start date. We look forward to your joining the Company.

Please reach out to us at 022-28574118 or at [hr@neebal.com](mailto:hr@neebal.com), if you need further directions.

Sincerely,

*Signature*  
*Authorized Signatory*

Authorized Signatory  
Neebal Technologies Pvt. Ltd.

Enclosed: Annexure A of the offer (as applicable to you)

I have read, understood and agreed to the terms and conditions as set forth in this offer letter and the Annexure to the same.

BABU KONANKI  
(Your Signature)  
Date: {{Date}}  
Location: {{Location}}



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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	<b>Babu Konanki</b>	
<b>DESIGNATION</b>	<b>Trainee Software Engineer</b>	
<b>BAND</b>	<b>1</b>	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
<b>Gross Salary</b>	<b>₹14,400.00</b>	<b>₹86,400.00</b>
<b>Earned Gross Salary</b>	<b>₹14,400.00</b>	<b>₹86,400.00</b>
<b>TDS (10%)</b>	<b>₹1,600.00</b>	<b>₹9,600.00</b>
<b>Cost to Company</b>	<b>₹16,000.00</b>	<b>₹96,000.00</b>



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NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

**Annexure B**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure B is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

NAME	Babu Konanki	
DESIGNATION	Trainee Software Engineer	
BAND	Band 1	
COMPONENTS	Per Month (INR)	Per Annum (INR)
Basic Allowance	₹18,750.00	₹225,000.00
House Rent Allowance	₹9,375.00	₹112,500.00
Leave Travel Allowance	₹750.00	₹9,000.00
Flexi Allowance (Claimable)*	₹1,567.04	₹18,804.50
<b>EARNED GROSS (A)</b>	<b>₹30,442.04</b>	<b>₹365,304.50</b>
Employee Provident Fund	₹1,800.00	₹21,600.00
Professional Tax	₹200.00	₹2,500.00
Food Coupon	₹0.00	₹0.00
<b>DEDUCTIONS (B)</b>	<b>₹2,000.00</b>	<b>₹24,100.00</b>
<b>EARNED NET (A-B)</b>	<b>₹28,442.04</b>	<b>₹341,204.50</b>
Performance Bonus (Variable) (C)	₹3,750.00	₹45,000.00
<b>TOTAL GROSS (A+C)</b>	<b>₹34,192.04</b>	<b>₹410,304.50</b>
<b>ADDITIONAL BENEFIT (D)</b>	<b>₹3,307.96</b>	<b>₹39,695.50</b>
<b>COST TO COMPANY (A+C+D)</b>	<b>₹37,500.00</b>	<b>₹450,000.00</b>

The duration of accrual of your annual variable component will be based on your performance in the training program as well as your probation period. The maximum duration of accrual is 3 years.

*M/S*  
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*OK*  
**IQAC**

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.



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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

195f7



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear M.Koteswararao

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA ENGINEERING CO. (U)  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19-5f8



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K.Ambedkar

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

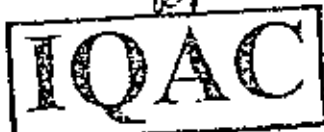
Cogent E Services Limited


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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear KOTI VENKATA VINAY 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 on 1 August 2023 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



**PRINCIPAL**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501,  
Guntur (Dist.), A.P

DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear KUNCHALA HAREESH,

**Subject: -Conditional LOI**

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**Welcome to Savantis India Family.**

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Manish Modi*  
PRINCIPAL  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear KUNISETTY YAMINI,

**Subject: -Conditional LOI**

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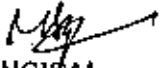
Welcome to Savantis India Family.

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear KURRA NARENDRA,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Mk*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear MAKKENA SOWJANYA,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

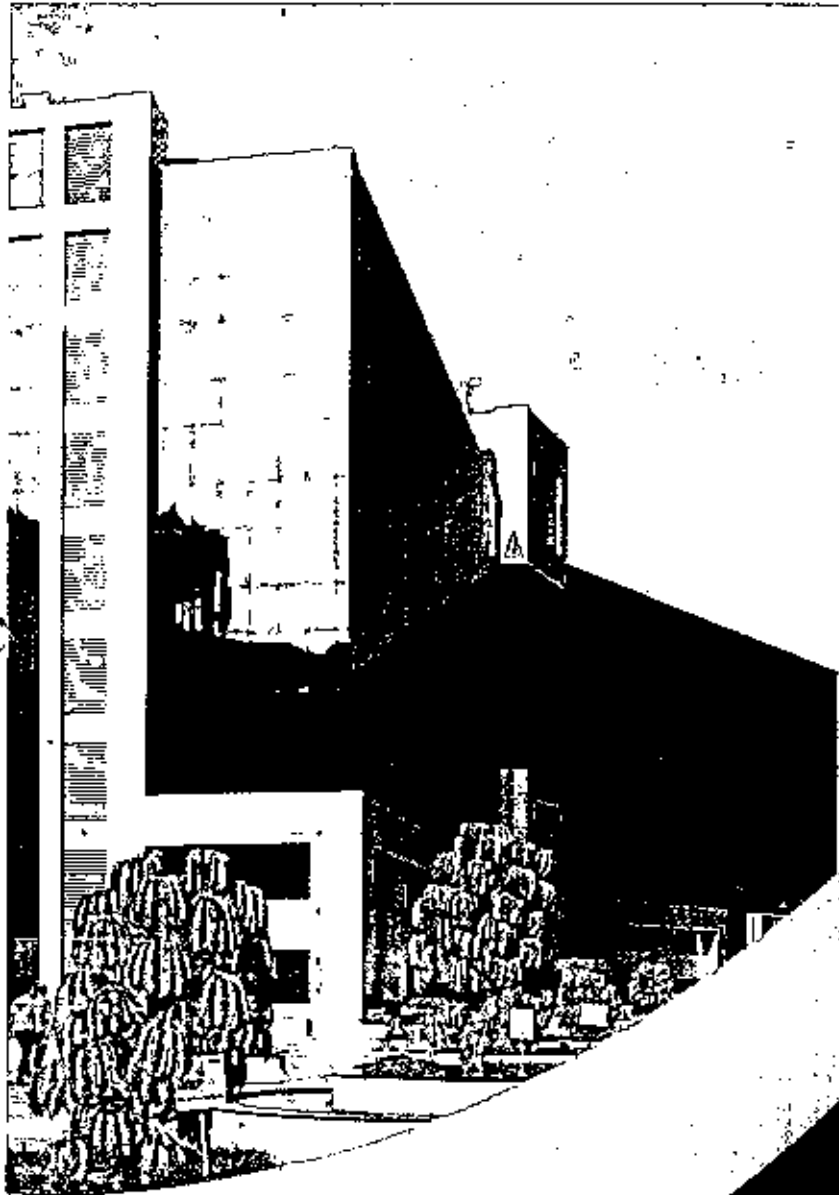
**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A0595

M. Harshini



amdocs

# EMPLOYMENT AGREEMENT

  
**IQAC**

*M. Harshini*  
NARASARABPETA  
Guntur











Date: November 25, 2022  
 Ms. Harshini Rama Thulasi Mandava

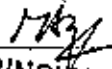
### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

#### 1. Employment Terms: Compensation: Benefits

(a)  Position	Software Engineering Associate
(b)  Location	<p>Amdocs offices in Pune, India.</p> <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	<p>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:</p> <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	<p>To be granted, accrued and used in accordance with Amdocs' policy and applicable law.</p> <p>You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.</p>
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

2023-01-7AMF-TI-DV01-1-02714-2  


  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur District, A.P.

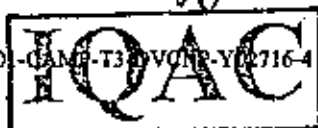


- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/or its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

2023-0



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

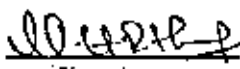
Sincerely,

Authorized Signatory  
Amdocs Development Centra India LLP.


Date: 11/25/2022

I, the undersigned, Harshini Rama Thulasi Mandaya, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications.

I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

  
Signature

29/03/2023  
Date




  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 201  
Guntur (Dist.), 



you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.





**10. Governing Law; Jurisdiction**

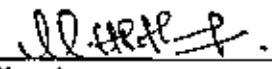
This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.

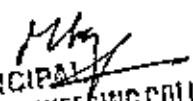

Ms. Harshini Rama Thulasi Mandava

  
\_\_\_\_\_  
Talent Acquisition Manager

  
\_\_\_\_\_  
Signature

2023-01-CAMP-T3-DVCI-P-Y02716-10



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.) 



DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear MENDE MARY,

**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 **Tralnee 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 **Tralnee 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 on **1 August 2023** 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: 2023.02.14

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



*Mbf*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Akram Baig Mizra

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on **+91 9703636346** or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

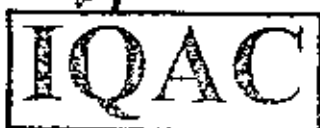
Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

19-540



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear N.Nireekrishna

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

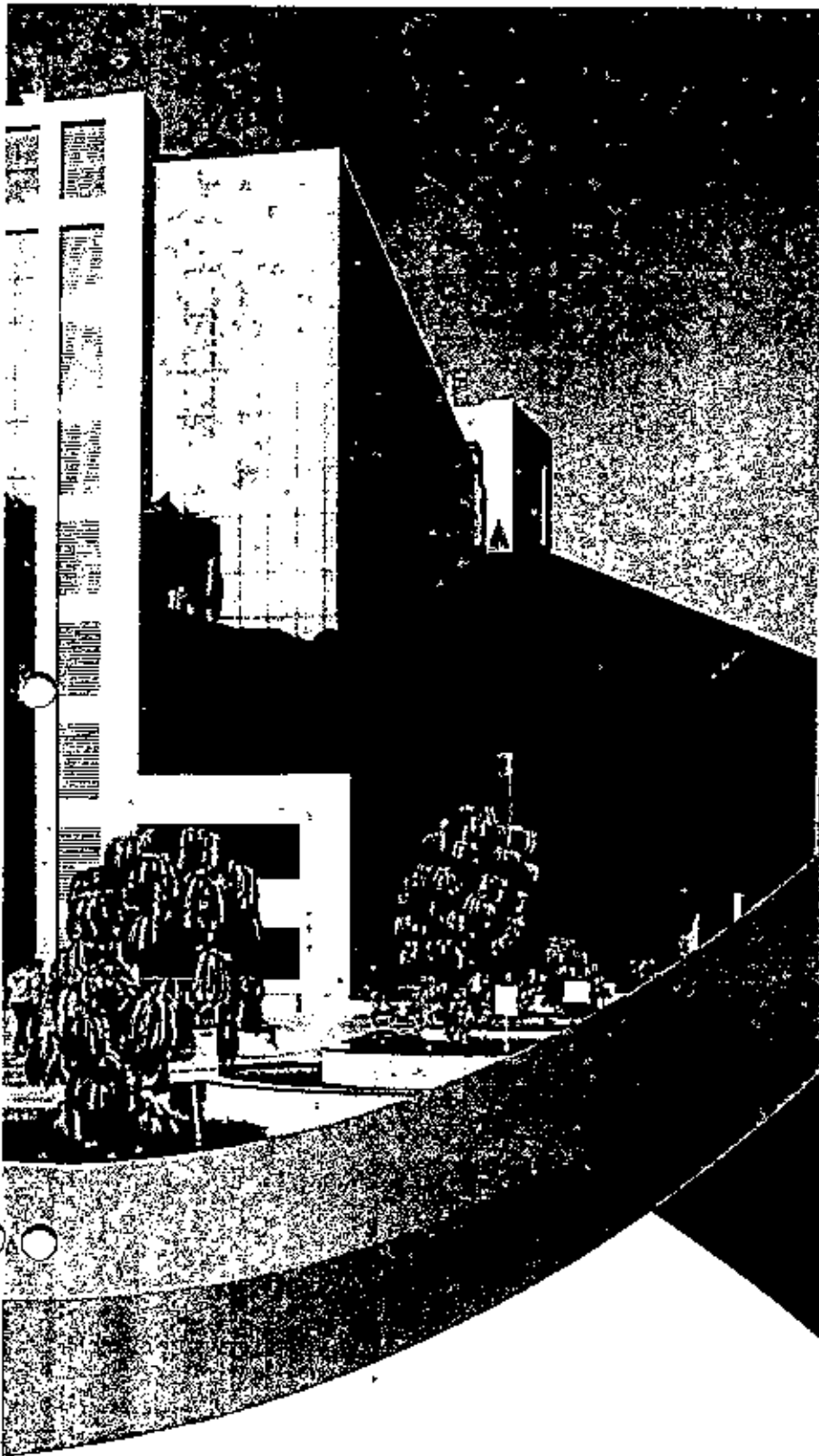
M:+91 9703636346

W:[www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAPETA - 522 601  
Guntur (Dist.), A.P.

N. Joshua  
1947/AOSH



amdocs

# EMPLOYMENT AGREEMENT

**IOAC**

*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEER  
(AUTONOMOUS)  
NARASARAOPETA -  
Guntur (Dist.), Andhra Pradesh



Dear *Joshna*,

*Congratulations on your offer and welcome to Amdocs!*

*We are very excited to have you on board.*

*You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.*

*We are hopeful you will find your time with us to be challenging and fulfilling!*

*Please feel free to reach out to us with any questions.*

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.






Date: November 25, 2022  
Ms. Joshna Nelluri





### Employment Agreement


We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023("Start Date").

#### 1. Employment Terms (Compensation-Benefits)

- (a)  **Position** Software Engineering Associate
- (b)  **Location** Amdocs offices in Pune, India.
  - Domestic and international travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c)  **Annual Total Remuneration (on a Cost to Company basis) gross**


INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:

  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d)  **Statutory Bonus** Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e)  **Gratuity** Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f)  **Annual Bonus**
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g)  **Annual Vacation** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.
 



You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h)  **Annual Sick Leave** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

2023-01-CAMP-T3-DVCI-P-Y02715-2



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.  

- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.  


Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.



- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

**4. End of Employment**

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
  - i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the







relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

**5. Miscellaneous and Additional Conditions**

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

2023-01-CAMP-T3-DVCI-P-Y02715-5



*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
, Guntur (Dist.), A.P.



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Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,



Authorized Signatory  
Amdocs Development Centre India LLP.


Date: 11/25/2022

I, the undersigned, Jashna Nelluri, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

N. Jashna  
Signature

99/03/2023  
Date



  
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(AUTONOMOUS)  
NARASARAOPET - 522 604  
Guntur (Dist.), A.P.



## Exhibit A

### Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP. ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

#### 1. Consideration

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

#### 2. Non-Disclosure of Confidential Information

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of – Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party – whether in writing, verbal, digital format or otherwise (collectively, "Confidential Information"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

#### 3. Intellectual Property Rights

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all Inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any Invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any Inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "Inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which





you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:


- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



  
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NARASARAOPET - 522 501 T.  
Guntur (Dist.), A.P.



### 6. Acknowledgments

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

### 7. Successors; Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

### 8. Modification; Entire Agreement

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

### 9. Rights and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) **Specific Performance.** Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) **Indemnification.** In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) **Severability.** You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.





amdocs

**10. Governing Law; Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP,

Ms. Joshna Nelluri

Talent Acquisition Manager

N. Joshna  
Signature



*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 301,  
Guntur (Dist.), A.P.

19471A05H2  
Nerati Balaraju

**Neebal**  
Technologies

NTHR/22-23/V502

Date-9th November 2022

To,  
**Balaraju Nerati**  
S/o. Nerati Krishna 16-20, BSN Street,  
Near Ramesh Babu Hospital Chilakaluripet Palnadu  
District, A.P

Dear Balaraju,  
**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

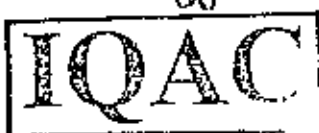
Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

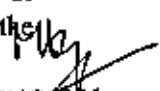
#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072  
T +912228574118 . E contact@neebal.com . W www.neebal.com  
CIN U74120MH2012PTC226006

  
PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

For all Engineers - OCPJP

On successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal for which a suitable written communication will be issued in your favour.

**BENEFITS, INCREMENT AND PROMOTION**

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company. You will receive the remuneration defined in Annexure A during the probation period.

After successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal and your annual all inclusive Cost To Company (CTC) will be incremented as per Annexure B.

Your annual variable component will be based on your performance rating accrued to you by your supervisors and the feedback of our clients. Neebal follows a rating system of 1-5. Variable amount will be paid out after completing 3 years of employment bond.

You will be eligible for your next annual increment in April 2025.

You will be responsible to plan for appropriate tax savings, the satisfactory proof of which will be submitted to us well in time or else the applicable taxes will be deducted from your monthly salary. A complete breakup of your salary structure is defined in Annexure B.

**MINIMUM SERVICE PERIOD**

Neebal has invested and continues to invest a large sum of money in creating and maintaining world-class facilities to ensure the growth and development of its employees by making available to them continuous learning/training programs, access to the latest books and periodicals that are published globally, providing them with the latest hardware gadgets and software tools that are available, etc. and as such expects each of its employees to work a minimum no. of 30 months (excluding probation period of 6 months) with Neebal failing which, you will be liable to pay Neebal a sum of INR 1,50,000.00 (Rupees One Lakh Fifty Thousand Only). A non-dated cheque of the above-mentioned amount will be required to be submitted by you on your first day of employment favoring Neebal Technologies Pvt. Ltd. that will remain in the custody of Neebal and will be returned to you on your completion of the said minimum period of service as mentioned above.

**TRANSFER**

Neebal reserves the right to transfer your services at any of its offices, work-sites, associates or affiliate companies including at its client's location anywhere within or outside India, on the terms and conditions as applicable to you at the time of transfer.

**CONDUCT**

You shall not at any time engage in or be concerned with or become interested, directly or indirectly in any business (including that of Neebal's customers), work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business (The Company is the sole judge thereof). You shall be governed by all rules, regulations and policies of the Company. You will be liable to pay the service agreement fee if your services are terminated or





the grounds of noncompliance with policies or non-performance during the service agreement period.

### WORKING HOURS

The default working days in the probation period in Neebal is from Monday to Saturday and employees are required to complete 54 hours of billable or approved work in that week.

Post confirmation working days would be from Monday to Friday and employees are required to complete 45 hours of billable or approved work in a week.

### ALTERNATE EMPLOYMENT

As a full-time employee of Neebal, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the prior written permission of Neebal.

### LEAVE

You will be eligible for a total of 12 of earned leaves on completion of every year of your service.

### UNAUTHORIZED ABSENCE

Your unauthorized absence from the job for a continuous period of more than three (3) working days will be treated as absconding from duty, and in the event of your not reporting for job within 10 days from the date of absence, the same would be treated as "Your voluntary abandonment of the job" and it shall be deemed that you are no longer interested in working and have abandoned the job on your own accord. Neebal will then have a right to initiate legal proceedings against you.


### TRADE SECRETS AND CONFIDENTIAL INFORMATION

During the term of your work, you may have access to and become familiar with various trade secrets and confidential information belonging to the Company, its affiliates and its customers. You shall acknowledge that such confidential information and trade secrets are owned and shall continue to be owned solely by the Company, its affiliates and its customers, as the case may be. You shall agree not to use, communicate, reveal or otherwise make available such information for any purpose whatsoever or to divulge such information to any person, partnership, corporation or entity other than those expressly designated by the Company unless such employee is compelled to disclose it by judicial process.

### RESTRICTIVE COVENANT

The Company is in the business of providing various services including services in the computer software and information technology area. By signing this agreement, you acknowledge that:

- The Company's services are highly specialized.
- The identity and particular needs of the Company's customers are highly confidential and must be kept that way.
- The Company has a proprietary interest in its customer list and relationships.
- Documents and other information regarding Company's services, pricing and costs, as well as information pertaining to Company's customers, including but not limited to identity, location, service requirements and charges to the customer are highly confidential and constitute trade secrets.



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B - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072 SARAOPET - 522 601  
T +912228574118 . E contact@neebal.com . W www.neebal.com Guntur (Dist.), A.P.

CIN U74120MH2012PTC226006



You shall also during the tenure of your employment with the Company not engage yourself either directly or otherwise or carry out either by yourself or through any other person or entity any work, take assignment or contract for development or maintenance of computer software, or any such package or products belonging to or owned or possessed by any individual or group of individuals or entity even outside your normal working hours with the Company.

You will not directly or indirectly solicit, take up employment or transact any sort of business directly or indirectly with any person, company, firm, or corporation which is or was the customer of the Company on behalf of yourself or any other person, firm, company or corporation, for a period of one (1) year after this job appointment has been terminated for any reason, regardless of whether the termination is initiated by the Company or Yourself.

#### **TERMINATION AND NOTICE PERIOD**

The Company shall have the right to terminate your employment, without any notice, in the event of any of the following:

1. Breach of any of the conditions of this agreement; and any other rules made applicable to you in respect of your employment with us.
2. Violation on your part of the Company's rules with regard to the authenticity and information declared at the time of joining the Company.
3. Any misconduct on your part;
4. Failure to carry out any of your duties and obligations.
5. Undisciplined and/or immoral code of conduct
6. Any breach of trust or confidentiality of any sort from your side.

During the period of probation, Neebal Technologies Pvt. Ltd. alone has the right to terminate the contract of employment.

After completion of the said probation and confirmation thereof, Neebal Technologies Pvt. Ltd. has the right to terminate the contract of employment by giving 30 days notice to that effect in writing or salary in lieu thereof. The right to terminate the contract of employment can be exercised by you upon giving at least 90 Days' notice to that effect in writing.

The 'Non Disclosure' and 'Maintenance of Business Secrecy' as defined and narrated above shall survive even after the termination of this agreement.

#### **DISPUTE**

Any dispute between yourself and the company concerning with or relating to or arising out of this contract shall be subject to the jurisdiction of and be determined by a court of competent jurisdiction in Greater Mumbai only.

#### **EMPLOYMENT VERIFICATION**

The Company reserves the right to verify your documents and background through internal or external agencies. These may include your current / previous employment history, educational / professional credentials, medical history and other background checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "DOCUMENTATION REQUIRED". If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment. When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, in advance of initiating appropriate action. In addition, you are required to mandatorily furnish a copy of your passport on the date of



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CIN U74120MH2012PTC226006

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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

**DOCUMENTATION REQUIRED**

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of this Letter of Offer
  - Undated cheque from your bank account in the name of the Company for Rs.1,50,000.00
  - 2 copies of your recent passport size photograph with white background.
- Attested copies of the following:
- Proof of age
  - SSC/HSC or equivalent examination mark sheets
  - Diploma / Degree for all the Semesters / Years or Passing Certificate
  - Passport / Voter ID card / Ration Card.
  - Two / Four wheeler Driving License.
  - Pan card & AADHAAR card (If Any)
  - Medical Fitness Certificate detailing medical history of last 3 years

You are requested to note that our offer is subject to your submitting the above documents. According to the standard practice of our Company, you will treat the above terms of this Letter of Offer as confidential.

We are enthusiastic and pleased that you are going to be a part of our organization. To accept this offer of employment, you will need to sign this offer letter and send or courier the offer of employment forms to the indicated address within 14 business days from the date of this letter.

All additional pre-employment documentation provided to you must be completed and returned on your start date. We look forward to your joining the Company.

Please reach out to us at 022-28574118 or at [hr@neebal.com](mailto:hr@neebal.com), if you need further directions.

Sincerely,

*Signature*

Authorized Signatory  
Neebal Technologies Pvt. Ltd.

Enclosed: Annexure A of the offer (as applicable to you)  
I have read, understood and agreed to the terms and conditions as set forth in this offer letter and the Annexure to the same.

BALARAJU NERATI  
(Your Signature)  
Date: {{Date}}  
Location: {{Location}}

*M. V.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E [contact@neebal.com](mailto:contact@neebal.com) . W [www.neebal.com](http://www.neebal.com)

CIN U74120MH2012PTC226006



**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	Balaram Nerati	
<b>DESIGNATION</b>	Trainee Software Engineer	
<b>BAND</b>	1	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹86,400.00
Earned Gross Salary	₹14,400.00	₹86,400.00
TDS (10%)	₹1,600.00	₹9,600.00
Cost to Company	₹16,000.00	₹96,000.00

*M. K.*  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**IQAC**

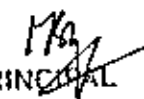
Neebal Technologies Pvt .Ltd  
B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072  
T +912228574118, E contact@neebal.com, W www.neebal.com  
CIN U74120MH2012PTC226006

**Annexure B**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure B is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

NAME	Balaraju Nerati	
DESIGNATION	Trainee Software Engineer	
BAND	Band 1	
COMPONENTS	Per Month (INR)	Per Annum (INR)
Basic Allowance	₹18,750.00	₹225,000.00
House Rent Allowance	₹9,375.00	₹112,500.00
Leave Travel Allowance	₹750.00	₹9,000.00
Flexi Allowance (Claimable)*	₹1,567.04	₹18,804.50
<b>EARNED GROSS (A)</b>	<b>₹30,442.04</b>	<b>₹365,304.50</b>
Employee Provident Fund	₹1,800.00	₹21,600.00
Professional Tax	₹200.00	₹2,500.00
Food Coupon	₹0.00	₹0.00
<b>DEDUCTIONS (B)</b>	<b>₹2,000.00</b>	<b>₹24,100.00</b>
<b>EARNED NET (A-B)</b>	<b>₹28,442.04</b>	<b>₹341,204.50</b>
Performance Bonus (Variable) (C)	₹3,750.00	₹45,000.00
<b>TOTAL GROSS (A+C)</b>	<b>₹34,192.04</b>	<b>₹410,304.50</b>
<b>ADDITIONAL BENEFIT (D)</b>	<b>₹3,307.96</b>	<b>₹39,695.50</b>
<b>COST TO COMPANY (A+C+D)</b>	<b>₹37,500.00</b>	<b>₹450,000.00</b>

The duration of accrual of your annual variable component will be based on your performance in the training program as well as your probation period. The maximum duration of accrual is 3 years.


  
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\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.

  
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Neebal Technologies Pvt .Ltd

81 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear PERUPOGU AMULYA PARIMALA DEEPTHI,

**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 on 1 August 2023 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Mg*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19-5/14



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear R.Sivakalyan Babu

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



# Prolifics

Global Technology Solutions Provider

19471A05H5

*P. Veera*

Date: November 16, 2022

Dear Veera Reddy Ravuri,

Congratulations! We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as Trainee Software Engineer under the cadre of T1 and you are expected to join Prolifics on OR before June 15, 2023.

\*Note: - Any changes in date of joining will be informed a month in advance.

#### Compensation:

1. Fixed Compensation: Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is Rs.4,00,000 per annum.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** – You will be based in Hyderabad/Pune but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

#### Service Agreement – 36 Months

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in

Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



*M. B.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19411A05H5  
R. Venk.

### COMPENSATION STRUCTURE

Full Name	Veera Reddy Ravuri	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
Base Compensation	Per Month	Annualized
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
Variable Compensation		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
Retiral and Health Benefits (Annualized)		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	4,75,000
After completion of 2 <sup>nd</sup> year	5,50,000
After completion of 3 <sup>rd</sup> year	6,50,000

The benefits included in the cost to company are:

- **Provident Fund** – You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** – In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy,
- **Gratuity** – On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.

M. K. J.  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)



### Documents:

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation - Degree certificate and marks cards of all years / semesters
  - d. Post Graduation - Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill - electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>

Username : [rvr31032018@gmail.com](mailto:rvr31032018@gmail.com)

Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

This is an electronic generated document and does not require any signature.

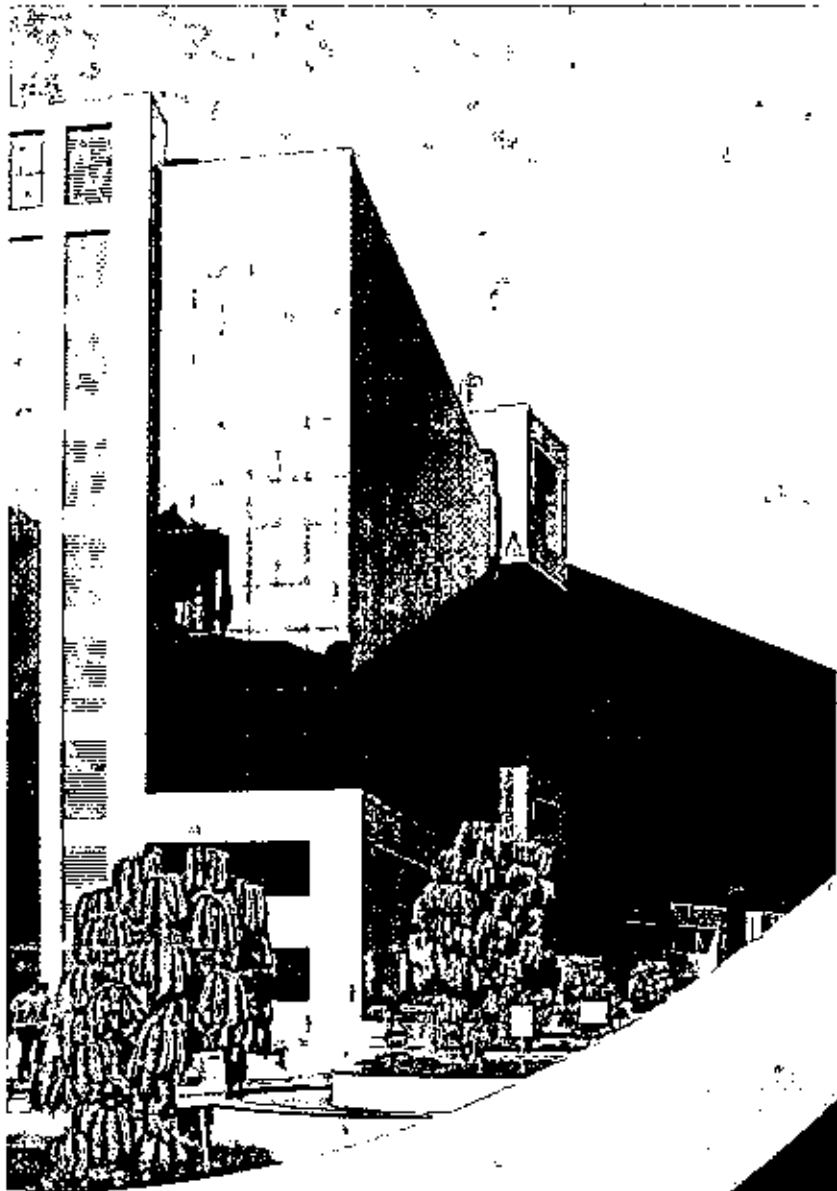
*M. N. S.*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**IOAC**

R. Nikhitha

19471905H7



amdocs

# EMPLOYMENT AGREEMENT

**IQAC**

*M. N. Nikhitha*  
NARASARAOPETA  
NARASARAOPET  
Guntur (Dist.), A.P.



Dear Nikhitha,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



2023-01-01-2024-03-31-DYCI-P-Y02717-1









*Mha*  
 PRINCIPAL  
 NARASARAO PETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAO PETA #01  
 Guntur (Dist.), A.P.



Date: November 25, 2022  
 Ms. Nikhitha Regula

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

1. Employment Terms Compensation Benefits	
(a)  Position	Software Engineering Associate
(b)  Location	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	<p>INR 530,000.00 [Five Lakh Thirty Thousand Rupees Only] gross, divided into the following annual components:</p> <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.



*Mky*

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 (AUTONOMOUS)  
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 Guntur (Dist.), A.P.

2023-01-12 AMP-T3-DVCI-P-Y02717-2





(i) <b>Maternity Benefits</b> 	Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
(ii) <b>Benefits Plans</b> 	Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.



2023-01-15/41P-T3-DVCI-P-Y02717-3

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 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.



- (h) No Restrictions. You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) Supporting Documents. You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) Confidentiality of this Agreement. You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first **one year** of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon **30 days'** prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a **90 days'** prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
  - i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

2023-01-04 AMP-T3-DVCI-P-Y02717-4



*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

#### 5. Miscellaneous and Additional Conditions

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

*M. Jayaram*  
Principal

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.) A.P.



2023-01-CAMP-T3-DVCT-P-Y02717-5





Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, **Nikhitha Regula**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understating of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

R. Nikitha  
Signature

29/03/23  
Date



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





**Exhibit A**

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP. ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**1. Consideration**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

**2. Non-Disclosure of Confidential Information**

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of - Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party - whether in writing, verbal, digital format or otherwise [collectively, "Confidential Information"]. All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "Inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which

2023-01-CAMP-T3-DVCI-P-Y02717-7



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Guntur (Dist.), A.P.



you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any Invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities: PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



2023-01-CAMP-T3-DVCI-P-Y02717-8

*M. V. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001,  
Guntur (Dist.), A.P.



#### 6. Acknowledgments

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

#### 7. Successors; Assignment

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

#### 8. Modification; Entire Agreement

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.


#### 9. Rights and Remedies Upon Breach by Employee

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) Specific Performance. Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.

2023-01-CAMP-T3/D/CLP-Y02717-9



  
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(AUTONOMOUS)  
NARASARAOPETA 522 601  
Guntur (Dist.), A.P.



### 10. Governing Law; Jurisdiction


This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

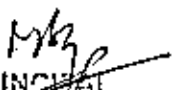
Amdocs Development Centre India LLP.

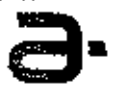
Ms. Nikhila Regula

  
\_\_\_\_\_  
Talent Acquisition Manager

  
\_\_\_\_\_  
Signature

  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



19-5H8



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear S.Supriya

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARA@PET - 522 601,  
Guntur (Dist.), A.P.



Letter of Intent

November 24, 2022  
 Shaik Shabana  
 Narasaraopeta Engineering College, Narasaraopet

Dear Shaik Shabana,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
 Vice President, Recruitment-India & APAC

*Sk. Shabana*



HEXAWARE TECHNOLOGIES LTD.

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

*M. K.*  
 PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear SHAIK IMRAN,

**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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19-521



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Sk.Karishma

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

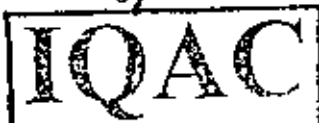
Cogent E Services Limited

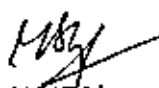
1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A05T<sub>2</sub>



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Shaik Khaja

### Letter of Intent

Dear Shaik Khaja,

Greeting from L&T Technology Services Ltd.

We are pleased to share with you this Letter of Intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



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CD: L72900MH2012PLC232169  
NARASARAOPETA Page 1 of 1  
Guntur (Dist.), A.P.

19-573



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Sk.Sadik

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

[www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



*Dear Archana,*

*Congratulations on your offer and welcome to Amdocs!*

*We are very excited to have you on board.*

*You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.*

*We are hopeful you will find your time with us to be challenging and fulfilling!*

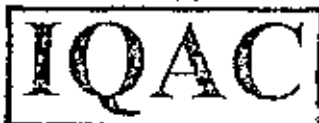
*Please feel free to reach out to us with any questions.*

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

2023-01-CAMP-17-DVCI-P-Y02721-1



Principal  
Narasaraopeta Engineering College  
(Autonomous)  
Narasaraopeta - 522 601,  
Guntur (Dist.), A.P.



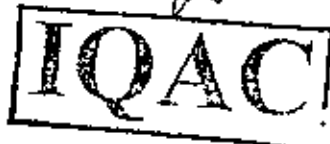
Date: November 25, 2022  
 Ms. Archana Solasa

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023("Start Date").

1. Employment Terms Compensation Benefits	
(a)  Position	Software Engineering Associate
(b)  Location	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	<p>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:</p> <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	<p>To be granted, accrued and used in accordance with Amdocs' policy and applicable law.</p> <p>You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.</p>
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

2023-01-CAM/13-DVCI-P-Y02721-2



NARASARAOPETA  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, Archana Solasa, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily and on my own free will, accept the terms of this agreement and commit to comply with them.

Signature

Date



2023-01-CAMP-13-DVCI-P-Y02721-6



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19-525



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear T.Yuvana

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 18000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

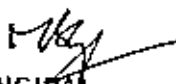
1st Floor Raj Towers, Baknatta Road

Opp- Roopa Hotel, Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



(10) nagarro

19471A05E6

T.S.V. Dheeraj

Date:19/01/2023

Sai Venkata Dheeraj Talasila,  
3-60-1, Pedoddi Street, Palapattu, Pedanandipadu Mandal  
Guntur, 522235  
India

Subject: Training Letter

Dear Sai Venkata Dheeraj,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, that we have decided to provide you appointment as Trainee at Nagarro.

You are requested to join us on or before 01/03/2023. During the period of training, you would be paid a stipend of 19,000/- per month.

The details of your compensation package and terms and conditions of your employment are enclosed herein.

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

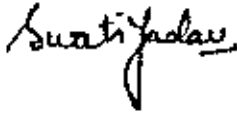
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five Passport size photographs

Yours Sincerely,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director



Nagarro Software Pvt. Ltd.(CIN : U72200DL2008FTC122755)  
Registered Office: 19/20, Panjabi Bagh (East), New Delhi - 110026, India  
Plot 13, Sector-18, Udyog Vihar, Electronic City, Gurgaon - 122015, Haryana, India  
www.nagarro.com email | info.in@nagarro.com



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Date: 19/01/2023

Sai Venkata Dheeraj Talasila,  
3-60-1, Pedoddi Street, Palapattu, Pedanandipadu Mandal  
Guntur, 522235  
India

Dear Sai Venkata Dheeraj,

This has reference to your application for employment with Nagarro Software and your subsequent interview.

We are pleased to offer you as Associate Engineer at Nagarro Enterprise Services Pvt. Ltd. - Hyderabad, TELANGANA.

You can join us on or before 01/09/2023.

The terms and conditions of your employment are enclosed.

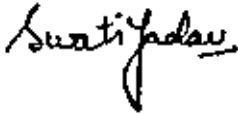
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark-sheets and certificates for Class X, Class XII, Graduation and Post-graduation if applicable
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five passport-size photographs

Yours truly,

For Nagarro Enterprise Software Pvt. Ltd.

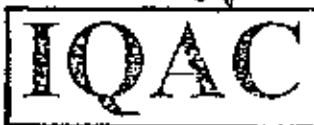


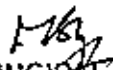
Swati Yadav  
Director



Name Sal Venkata Dheera Talasila

Monthly Earnings	Amount	Annualized Amount
Basic Pay	15,000	180,000
HRA	7,500	90,000
Executive Allowance	10,028	120,336
<b>Total Monthly (A)</b>	<b>32,528</b>	<b>390,336</b>
<b>Annual Earnings</b>	<b>Amount</b>	
Employer's Contribution to Provident Fund	23,400	
Employer's Contribution to ESIC	0	
Leave Travel Allowance*	0	
Gratuity**	8,664	
Labour Contribution Fund	600	
<b>Total Yearly (B)</b>	<b>32,664</b>	
<b>Total Fixed Compensation (A+B)</b>	<b>423,000</b>	
<b>Variable Earnings (C)</b>	<b>Amount</b>	
Allocation Bonus****	22,500	
Organisation Bonus*****	4,500	
<b>Total Potential Compensation (A+B+C)</b>	<b>4,500</b>	
<b>Note:</b>		
* Leave Travel Allowances (LTA) will be paid once in a year on submission of bills & subject to Income Tax rules		
** Payment as per Gratuity Act		
**** The Allocation bonus payout will be prorated to the actual allocation percentage and will be paid out quarterly. The same is subject to changes in HR policy.		
***** The Organisation bonus will be based on the Organisation's performance, and the payout frequency will be as per the current HR policy		
Income Tax in respect of the above-mentioned compensation package should be borne by the employee. There would be the following deduction from Monthly A- Tax / Medidex / PF- employee contribution and Transport (Optional)		
PLs will accrue each month on a prorated basis. The amount of accrual for the month is calculated on the basic pay existing at the end of each month		



  
 PRINCIPAL  
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 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.

**Group Insurance**

Guidelines:-

**Group Mediclaim Insurance**

- a) An employee has a mediclaim insurance cover of 3 lac by default and he/she at the time of joining can increase his/her sum insured upto 10 lakhs & cover his dependents (spouse, kids and parents). Premium deduction details has been provided in table below.
- b) During mid-term of the policy, only newly-wed spouse, Parents in Law (on account of marriage) and new born child can be included in the policy within 90 days from Date of Marriage and Date of Birth respectively. No other dependent can be included during mid-term of the policy.
- c) Downward revision of Sum Insured will be allowed at the time of renewal as per the then prevalent term and conditions of the policy.
- d) Exclusion of dependents will be allowed at the time of renewal only as per the then prevalent terms and conditions of the policy.

**Group Personal Accident Insurance (GPA)**

The GPA Policy provides the insured a cover for disability or death caused by an accident.

- a) An employee has personal accident insurance cover of 3X of his TFC by default and he/she at the time of joining can go in for a sum insured upto 4X to 10X as per policy terms. Premium deduction details has been provided in table below.
- b) Once an employee is enrolled in the policy he/she cannot exit the policy till he leaves the company.

**Group Term Life Insurance (GTL)**

The GTL policy provides the insured a cover in case of death.

- a) Enrollment to GTL is optional and on discretion of the employee and employee can opt for a cover of upto 10X of their TFC. The most common practice is to cover within 3X to 5X of your TFC. Premium deduction details has been provided in table below.
- b) Exit from the policy can be done at the time of renewal only by selecting "0X" multiplier in internal insurance application.

**Premium for Group Insurance**

	Premium	Deduction
Premium Deduction for Mediclaim Insurance	Calculated Formula	In equal instalments starting from the following month of DOJ till Policy end date.
Premium Deduction for GPA	Calculated Formula	From the following month of DOJ
Premium Deduction for GTL (optional)	Calculated Formula	From the following month of DOJ



  
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 NARASARAOPETA - 522 601.  
 Guntur (Dist.), A.P.

Annexure "B" - Page 1/2

### Terms and Conditions

The key service conditions applicable to your employment are given below. The Company reserves the right to revise these terms and conditions at any time.

#### **1. Place of Posting and Assignment:**

Your place of posting will currently be Hyderabad, TELANGANA. However, you are liable to be temporarily assigned or permanently transferred from one place to another, one job to another, one unit to another, wherever located in the country or abroad, at any point of time as the exigencies of work demand. You can also be deputed to work in and/or for any client or affiliate company.

#### **2. Whole Time Service:**

Your employment with the Company is full time and while so employed, you must under no circumstances engage yourself directly or through any agency in any work, business, profession or employment, either honorary or otherwise without obtaining written prior permission from the Management. Any breach of this condition may result in your immediate termination from the services of the Company.

#### **3. Inventions and Discoveries:**

The rights created or accrued out of any and all discoveries, inventions, copyrights, patents, etc., which you may make or obtain during the period of your employment with Nagarro shall exclusively vest with the Company and may be re-assigned by it as it deems fit. This does not apply to creative non-commercial products that are wholly unconnected with the business of the Company.

#### **4. Termination on Misconduct or Breach of any Service Condition:**

If you are found guilty of any misconduct or should you commit any breach of the service conditions or get involved in an act which in the opinion of the Company is prejudicial to the interest of the Company, the Company may without any notice terminate your services.


#### **5. Termination by Notice:**

Without prejudice to clause 4 above, your services can be terminated at any time by giving 2 calendar months' notice or 2 months' salary in lieu of notice.

In case you desire to leave the services of the Company, you will have to give us 2 calendar months' notice. In case you do not give this 2 calendar months' notice, the Company will have the authority to recover up to 2 months' salary from your full and final dues (inclusive of performance-linked bonus, if any) depending upon the impact of your resignation on the work assigned to you.

I have read and understood the above terms and conditions and I agree to abide the same.

Signature

  
**IQAC**  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

**6. Company's decision on Termination to be Final and Binding:**

The Company's decisions regarding termination under clauses 4 & 5 shall be final and binding.

**7. Retirement:**

The Company's retirement age is 60.

**8. General Policies and Procedures:**

A copy of the General Policies and Procedures of the Company will be given to you on the date of joining. You will be required to adhere to these, as well as to any other service conditions governing your unit and location that may be in force currently and/or which may be issued from time to time by the Management with respect to hours of work, weekly offs, paid holidays etc.

**9. Reference/Background Checks:**

Your employment by the Company is conditional upon and subject to completion of an Employment Application, the completion of a reference/background check, and approval thereof by the Company, in its sole discretion.

**10. Confidentiality of this Offer:**

The package offered to you is highly confidential and must not be revealed between now and the joining date or while in employment or thereafter to any individual/agency/organization, by word of mouth or otherwise.

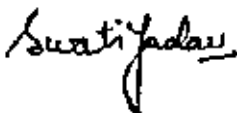
**11. Jurisdiction:**

Any dispute arising out of the employment or terms of service shall be subject to the jurisdiction of the competent courts in Delhi.

**12. Final Agreement:**

This written offer supersedes all verbal or written agreements between you and the Company.

For Nagarro Software Pvt. Ltd.



Authorized Signatory

I have read and understood the above terms and conditions and I agree to abide the same.

Name  
Date

Signature



  
PRINCIPAL  
MAHASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 607,  
Guntur (Dist.), A.P.

19471A05 I7



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Telukutla Bhagya Lakshmi

**Letter of Intent**

Dear Telukutla Bhagya Lakshmi,

Greeting from L&T Technology Services Ltd.

We are pleased to share with you this Letter of Intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
CIN: L72900MH2012PLC232169  
NARASARAOPETA of 1601  
Guntur (Dist.), A.P.



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: **Thammisetty Gopi****Letter of Intent**Dear **Thammisetty Gopi**,

Greeting from L&amp;T Technology Services Ltd.!

We are pleased to share with you this Letter of Intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

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- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

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You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



*M. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
CDN: L72900MH2012PLC32169  
(AUTONOMOUS)  
Page 1 of 1  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



19-519



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear T.Madhuri

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



MAD

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 681,  
Guntur (Dist.), A.P.

19471A05J0



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Tumma Prasanth reddy

**Letter of Intent**

Dear Tumma Prasanth reddy,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of Intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step in program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

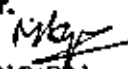
If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
CIN: L72900MH3912PLC232169  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.



19551



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear V.John Daniel

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

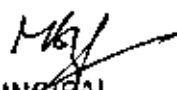
1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19-552



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear V.Durga Rao

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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(AUTONOMOUS)  
NARASARAOPETA - 517 501,  
Guntur (Dist.) A.P.

19471A05J3



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Vinukonda Avinash

**Letter of Intent**

Dear Vinukonda Avinash,

Greeting from L&T Technology Services Ltd.

We are pleased to share with you this Letter of Intent for the position of Associate Engineer (Trainee). We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

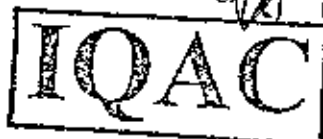
If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

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CIN: L72900MH2012PLC232169  
NARASARAOPETA Page 3 of 601  
Guntur (Dist.), A.P.

2174678 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Roll No: 19471A05 J6

Dear Phani Kumar,

Phn No: 7075843958

This refers to the campus interview that you had attended.

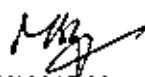
We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, (Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



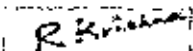
  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [Campusjoining@techmahindra.com](mailto:Campusjoining@techmahindra.com)

This Letter of Intent shall cease to be valid on 30-Jun-2023 or Issue of Offer of Appointment, whichever is earlier.

We look forward to you having a rewarding career with us.

Yours sincerely,  
For Tech Mahindra Limited,

  
Krishna Ramaswamy

Head - Resource Management Group



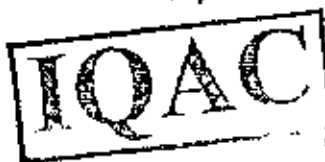
  
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Guntur (Dist.), A.P.

**Annexure - A****Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (in Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and jQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7





## Annexure - B

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
Flexible Components of TFP ^	28428
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total.....(A)</b>	<b>312208</b>
<b>Additional Benefits....(B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) ----(A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly instalments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
i) Gratuity : As per Payment of Gratuity Act	
ii) Insurance	
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

**IQAC**



557

Offer: Computer Consultancy  
Ref: TCSL/CT20223858525/Kolkata  
Date: 22/12/2022

Ms. Harika Alla  
10-7-32/2Veeranjineyaswamy Temple Road,  
Arundalpet,  
Narsaraopet-522601,  
Andhra Pradesh,  
Tel# -6303346869

Dear Harika Alla,

**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 challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

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TCSL/CT20223858525

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Building 1A, EcoSpace, Plot - BF/12, New Town, Rajarhat, Kolkata-700156, West Bengal

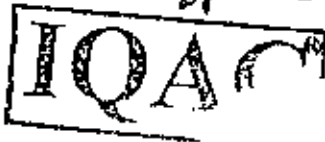
Tel: 91 33 6688 1000 Fax: 91 33 6636 6001 Website: www.tcs.com

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

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

Principal  
NARSARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARSARAOPETA - 522 601,  
Guntur (Dist.), A.P.





GROSS SALARY SHEET

Annexure 1

Name	Harika Alla
Designation	Systems Engineer
Institute Name	Narsaraopet Engineering College, Guntur

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<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>
Xplore/Learning Incentive****:		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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

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TCSL/CT20223658525

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Building 1A, EcoSpace, Plot - RF/12, New Town, Rajahat, Kolkata-700156, West Bengal, India

Tel: 91 33 6688 1000 Fax: 91 33 6626 6001 Website: www.tcs.com

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

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



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19471A05J8



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: **Bandi Srinivasa Reddy**

**Letter of Intent**

Dear Bandi Srinivasa Reddy,

Greeting from L&T Technology Services Ltd.1

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- **Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.**
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

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*M. V. S.*  
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CIN: L72900MH2012PLC332169  
Page 1 of 1  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19471A05J9



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Battula Sai Teja

### Letter of Intent

Dear Battula Sai Teja,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of Intent for the position of Associate Engineer (Trainee). We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

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During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

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*M. Jay*  
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CIN: L72900MH2012PLC233169  
NARASARAOPETA 522 501  
Guntur (Dist.), A.P.

19H71A05K2



## L&T Technology Services

Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Chavapati Sarfaraz

### Letter of Intent

Dear Chavapati Sarfaraz,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of Intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

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- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
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*M. Jay*  
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(AUTONOMOUS)  
NARASARAO PET - 522 601  
Guntur (Dist.), A.P.

19471A05K3



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Chelli Dhana Lakshmi

**Letter of Intent**

Dear Chelli Dhana Lakshmi,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

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(AUTONOMOUS) Page 1 of 1  
NARASARAOPET - 522 601  
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19471A05K4



Date: November 16, 2022

Dear Sreekanth Chllamala,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

- 1. Fixed Compensation:** Your Annual Gross Compensation for the year, which is Inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

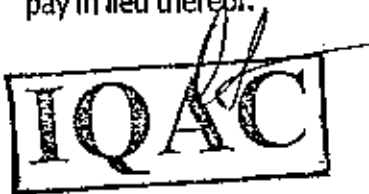
**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.

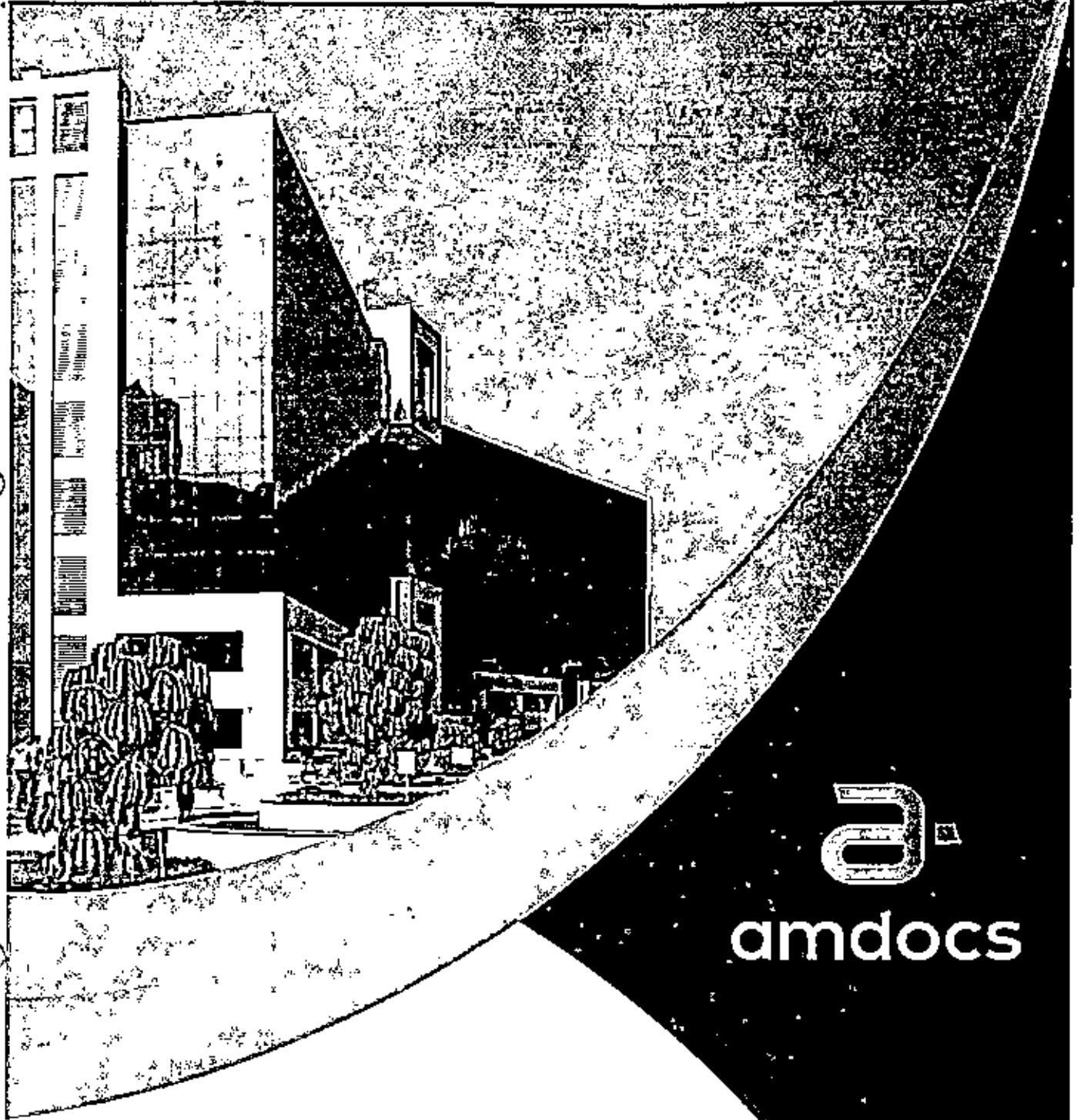


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 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.



19471A05 K5

Ch. Vijayasree



amdocs

# EMPLOYMENT AGREEMENT

**IQAC**

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

COLLEGE



Dear Vijayasree,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

**WHAT DOES THIS KIT INCLUDE?**

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



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 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.











Date: November 25, 2022  
Ms. Vijayasree Chimirala


### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

#### 1. Employment Terms Compensation/Benefits

- (a)  **Position** Software Engineering Associate
- (b)  **Location** Amdocs offices in Pune, India.
  - Domestic and international travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c)  **Annual Total Remuneration (on a Cost to Company basis) gross** INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:
  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d)  **Statutory Bonus** Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e)  **Gratuity** Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f)  **Annual Bonus**
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g)  **Annual Vacation** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.  
You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h)  **Annual Sick Leave** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

  
**IQAC**  
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- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

### 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

### 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.

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- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement; (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

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relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

#### 5. Miscellaneous and Additional Conditions.

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

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Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, **Vijayasree Chinnirala**, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

Gh. Vijaya Sree  
Signature

29/11/22  
Date



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Exhibit A

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP, ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**1. Consideration**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

**2. Non-Disclosure of Confidential Information**

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of - Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party - whether in writing, verbal, digital format or otherwise [collectively, "Confidential Information"]. All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which

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you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

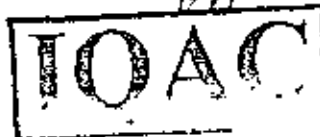
- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities: PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.

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Guntur (Dist.), A.P.



**1. Acknowledgment**

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

**2. Successors/Assignment**

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

**3. Modification; Entire Agreement**

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

**4. Rights and Remedies Upon Breach by Employee**

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) Specific Performance. Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.

*Handwritten signature*



*Handwritten signature*  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.




**10. Governing Law/Jurisdiction**

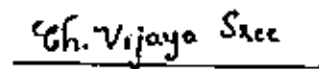
This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.

Ms. Vijayasree Chimirala

  
Talent Acquisition Manager

  
Signature

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Guntur Dist., A.P.

DOC: - SA/TA/Hyd/2023/4475

Date: -14 Feb 2023

Dear Sai Roshini Grandhe,

19471A0548

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
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Guntur (Dist.), A.P.

February 6, 2023

Sai Varshini Gudipalli  
Bangalore

Dear Sai Varshini,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the Associate Software Engineer role ("Position").

Congratulations!

We are delighted to set out below the terms and conditions of your employment with Clarivate Analytics (India) Private Limited. The terms and conditions of this letter with all Annexures ("Letter") and any and all internal policies, shall govern your employment with the Company.

**1. Commencement Date**

- a. Your employment with the Company commences on August 2, 2023 ("Effective Date").

**2. Initial Position, Work Description, Title Use and Work Base & Additional Terms**

- a. Your work base at commencement of your employment will be Bangalore. While the company has a hybrid remote working approach, you may be required to come to office location if your role requires you to work from office premises / to attend any training. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. These may from time to time be revised, by way of a written notice to you.
- b. You shall devote your entire working time, attention and energies to the business of the Company and shall assume and perform such further reasonable responsibilities and duties as may be assigned from time to time by the reporting manager or his / her designate(s), as applicable. You agree that you shall not undertake other business activities, except with the prior written consent of the Company, whether or not you receive financial compensation for these activities.
- c. The Company reserves the right to re-designate or revise your Position or work description at any time by way of a written notice to you and in compliance with applicable laws.
- d. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. "Group Company" means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.
- e. Where agreed by your reporting manager, the Company may permit you to use titles or designations solely for external representation purposes. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this Letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.
- f. Certain additional terms and conditions of your employment with the Company are detailed in the Annexures to this Agreement and shall also be applicable to you.

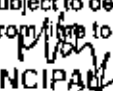
**3. Remuneration**

- a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I. Your remuneration includes a variable annual incentive bonus (AIP) or legacy incentive bonus (LIP) ("Annual Bonus") as set out in Annexure I B. You hereby agree that the Annual Bonus is in lieu of bonus based on profits payable under the Payment of Bonus Act, 1965 ("Bonus Act"), as per the terms set out in Annexure I.
- b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company. Such payment shall be subject to deductions of applicable taxes, and other levies, contributions; etc. as per applicable laws and contractual terms, from time to time.

For and on behalf of TRCP Projects Private Limited  
Floor: Fleet House, Andheri Kurla Road,  
Sardar Vani, Marol Naka,  
Mumbai 400 052  
CIN: L14990AA2016FTC283853



Letter of employment for Sai Varshini Gudipalli

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

The Company Policies are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Company Policies provide guidance on some of the conduct issues that are critically important to the Company. Just as important, the Company Policies can help you identify when it's time to ask for guidance from your manager, a Company's human resources business partner or a Company's lawyer.

You may be asked for a written, signed or electronic acknowledgement for certain Company Policies. If so requested, please acknowledge that you have received access to and read those Company Policies and that you understand your obligations to comply with the Company Policies. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Company Policies are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgment electronically. Information will be provided to you as to how to submit your electronic acknowledgment. If you do not have computer access, and if required by the Company, you should sign a copy of the acknowledgment form as provided by your local human resources department.

- b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Company Policies. You acknowledge that non-compliance with any of the Company Policies may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.
- c. You acknowledge that it is your responsibility to know and keep yourself updated of the Company Policies from time to time. Please get in touch with the relevant human resources team for assistance on where and how you may access the Company Policies.
- d. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Company Policies. You therefore acknowledge and agree that the Company may, from time to time at its discretion, revise, modify, add, delete or replace any of the Company Policies in accordance with applicable laws. You hereby agree to be bound by all such changes to the Company Policies

#### 9. Changes to the Terms and Conditions of Employment Applying to You

You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment provided in this Letter. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

You will normally be given not less than 7 (seven) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply with Company rules, regulations and Company Policies in existence together with any changes or modifications thereof from time to time.


#### 10. Confidentiality

- a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information shall include (but not be limited to) trade secrets, know-how, business processes, product information, intellectual property, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, financial information, etc. All such information is called "Confidential Information" and is more fully defined in Clause 1(a) of the Confidential Information and Invention Assignment Agreement, which is Annexure IV to this Letter.
- b. During the course of your employment and thereafter, you will keep strictly confidential, all Confidential Information as defined above, and shall not use the same for any purpose other than for the performance of your duties as an employee of the Company. Specifically, you will not disclose it to any third party, except to the extent necessary for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or are more stringent, as the circumstances may warrant.
- c. You shall execute the Clarivate Analytics Confidential Information and Invention Assignment Agreement in a form attached as Annexure IV under which you will have the obligations to keep Company's proprietary information confidential.

#### 11. Intellectual Property Rights



Letter of employment for Sai Varshini Gudipalli

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

- c. Following termination of employment, you must not represent yourself as being in any way connected with the business of the Company or any Group Company (except to the extent agreed by the Company in writing).
- d. Prior to your last day of employment, you will execute documents to confirm your completion of handover formalities and return of Company property in accordance with the Company's instructions, irrespective of the reason for the severance.

**14. Indemnity**

You shall defend, indemnify and hold harmless the Company or any Group Company against and in respect of any and all actions, suits, proceedings, claims, demands, judgments, costs, expense (including reasonable attorney's fees) and damages resulting from, relating or incidental to, or arising out of any misrepresentation or breach of any provision of this Letter (including the Annexures), or any fraud, misconduct or gross negligence on your part in the course of your employment with the Company. The Company reserves all rights to the extent permitted under applicable law, and all rights and remedies are cumulative and in addition to the Company's rights under applicable law and equity. Delay, inaction or non-enforcement of any rights by the Company shall not be construed to be a waiver.

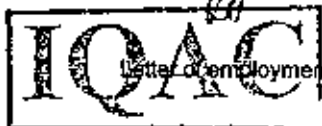
**15. Notice Pay Reimbursement (if applicable)**

Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer ("Notice Pay Reimbursement"), you agree that:

- a. you are responsible to properly account for and pay any applicable statutory taxes or levies on such Notice Pay Reimbursement;
  - b. In the event of your resigning voluntarily or your services getting terminated for cause / poor performance within one (1) year from the Effective Date, the Company reserves the right to reclaim the Notice Pay Reimbursement in full. You authorise the Company to deduct any Notice Pay Reimbursements from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment, and will be liable to pay the Company, any balance amount.
16. Your employment will be governed by the laws of India. Any dispute arising out of or in connection to this Letter shall be subject to the exclusive jurisdiction of courts of Bangalore, Karnataka.
17. If required by the Company, you agree to sign a Non-competition and Non-solicitation Agreement, in a form specified by the Company.
18. The invalidity or unenforceability of any part of this Letter will not render invalid or unenforceable the rest of Letter and the rest of the Letter shall continue in full force.
19. You hereby agree that the Company may from time to time collect, store, process, use or disclose personal data (including sensitive personal data) relating to you insofar as may be necessary or desirable in connection with your employment by the Company including sharing information with its holding/subsidiary/ associate companies or its customers and service providers. For the purposes of this clause "personal data" and "sensitive personal data" shall have the meanings ascribed to them under Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules 2011; You agree to regularly update your personal data made available to the Company and confirm to the accuracy and correctness of the personal data furnished by you. You agree to allow Company to collect, store and process by itself or through any third party engaged by it, to the extent applicable, for the purpose of discharging its duties towards its employees including but not limited to payroll processing. For the purposes of this consent, "personal data" shall mean and include information about you, including but not limited to your name, age, date of birth, address, designation, gender, monthly or annual compensation details, statutory contributions and/or deductions from the monthly compensation, Company loan account details, if any, bank account details.

**20. General**

- a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of this Letter.
- b. Where you wish to give notice to the Company you must send it electronically to your manager with a copy to human resource team or in writing to the Company's office located at the place where your manager is based with a copy to human resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.
- c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.
- d. This Letter along with all its Annexures, any Confidentiality and Invention Assignment agreement, and if applicable any Non-Competition and Non-Solicitation agreement signed by you and the Company are the entire agreement as between you and us with respect to your employment with the Company and supersede all prior agreements, letters of offer or other writings as may have been exchanged between you and the Company.
- e. Headers given in this Letter are for convenience only and do not affect the interpretation of this Letter.



Letter of employment for Sai Varshini Gudipalli

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

mitsogo

19-SM1

REF:HR - 05-04-000289/24

04 April 2023

Offer Letter

To,  
Julakanti Sai Manikanta Harshith  
12-18-7, Near Town Hall  
Prakash Nagar, Narasaraopet  
Guntur, Andhra Pradesh-522601

Dear Sai Manikanta Harshith,

Congratulations! We are pleased to inform you that you have been selected to work for Mitsogo Technologies Pvt Ltd at its Chennai Branch. We are delighted to make you the following job offer:

Designation: Product Evangelist

CTC Per Annum: 4,00,000/- (Rupees Four Lakhs Only) + Benefits


Working Hours: Regular Shift

Working Day: Monday -- Friday

Type of Employment: Permanent

Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
+91-484-2874545

Registered Office:  
Wing 2, 5th floor, Jyothirmaya IT Building  
Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

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**mitsogo**

Mitsogo Technologies Pvt Ltd has the complete right to change the above-mentioned Employment terms and conditions at any point of time during your employment tenure with the company based on business needs. There will be a probationary period of 6 Months during which your performance and suitability for the employment will be evaluated.

You will be provided training at Mitsogo pursuant to the Training Agreement that will be shared with you.

The notice period for both you and Mitsogo Technologies Pvt Ltd is 02 Months (60 Days). The detailed appointment letter will be provided at the time of joining.

We are confident that you will be able to make a significant contribution to the success of Mitsogo Technologies Pvt Ltd. We are looking forward to working with you.

Yours sincerely,

Velayuthem K

Recruitment Lead

HR and Recruitment

Mitsogo Technologies Pvt. Ltd.

0484 – 2974545



Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
+91-484-2974545

Registered Office:  
Wing 2, 5th floor, Jyothirmaya IT Building  
Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522  
Guntur (Dist.), A.P.

### Annexure

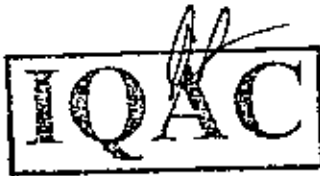
Name : Julakanti Sai Manikanta Harshith  
Designation : Product Evangelist  
CTC : 4,00,000/- + Benefits

#### Salary Break Up:

Compensation Package		
Salary Components	Annual	Monthly
Basic	160,000	13,333
HRA	80,000	6,667
Conveyance Allowance	19,200	1,600
Medical Allowance	15,000	1,250
Other Allowance	104,200	8,683
<b>Gross Pay</b>	<b>378,400</b>	<b>31,533</b>
EPF	21,600	1,800
<b>CTC</b>	<b>400,000</b>	<b>33,333</b>


#### Note:

1. You will be covered under the Employee Provident Fund Scheme from the date of joining. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and equal amount will be deducted from your salary as your contribution towards the fund.
2. TDS will be deducted as per Income Tax Rules, if applicable.
3. Professional Tax will be deducted as per the act.



Mitsogo Technologies Private  
CIN: U72200KL2013PTC034505  
www.mitsogo.com, info@mitsogo.com  
+91-484-2974545

Registered Office:  
Wing 2, 5th floor, Jyothirmaya IT Building  
Infopark Kochi- Phase II, Brahmapuram P.O  
Kerala 682303

  
PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAPETA - 517 007  
Guntur (Dist.), A.P.

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174679 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Koteswararao,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course.
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your Intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

*AK*  
**IOAC**

Page 1 of 4

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PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601,

Guntur (Dist.), A.P.

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India,  
www.techmahindra.com  
CIN L64200MH1986PLC041370

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [CampusJoining@techmahindra.com](mailto:CampusJoining@techmahindra.com)

This Letter of Intent shall cease to be valid on 30-Jun-2023 or Issue of Offer of Appointment, whichever is earlier.

We look forward to you having a rewarding career with us.


Yours sincerely,  
For Tech Mahindra Limited,

  
Krishna Ramaswamy

Head - Resource Management Group

  
**IOAC**

Page 2/014

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 691  
Guntur (Dist.), A.P.

## Annexure - A Learning and Certification

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (In Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux In 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7

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PRINCIPAL

NARASARAOPETA

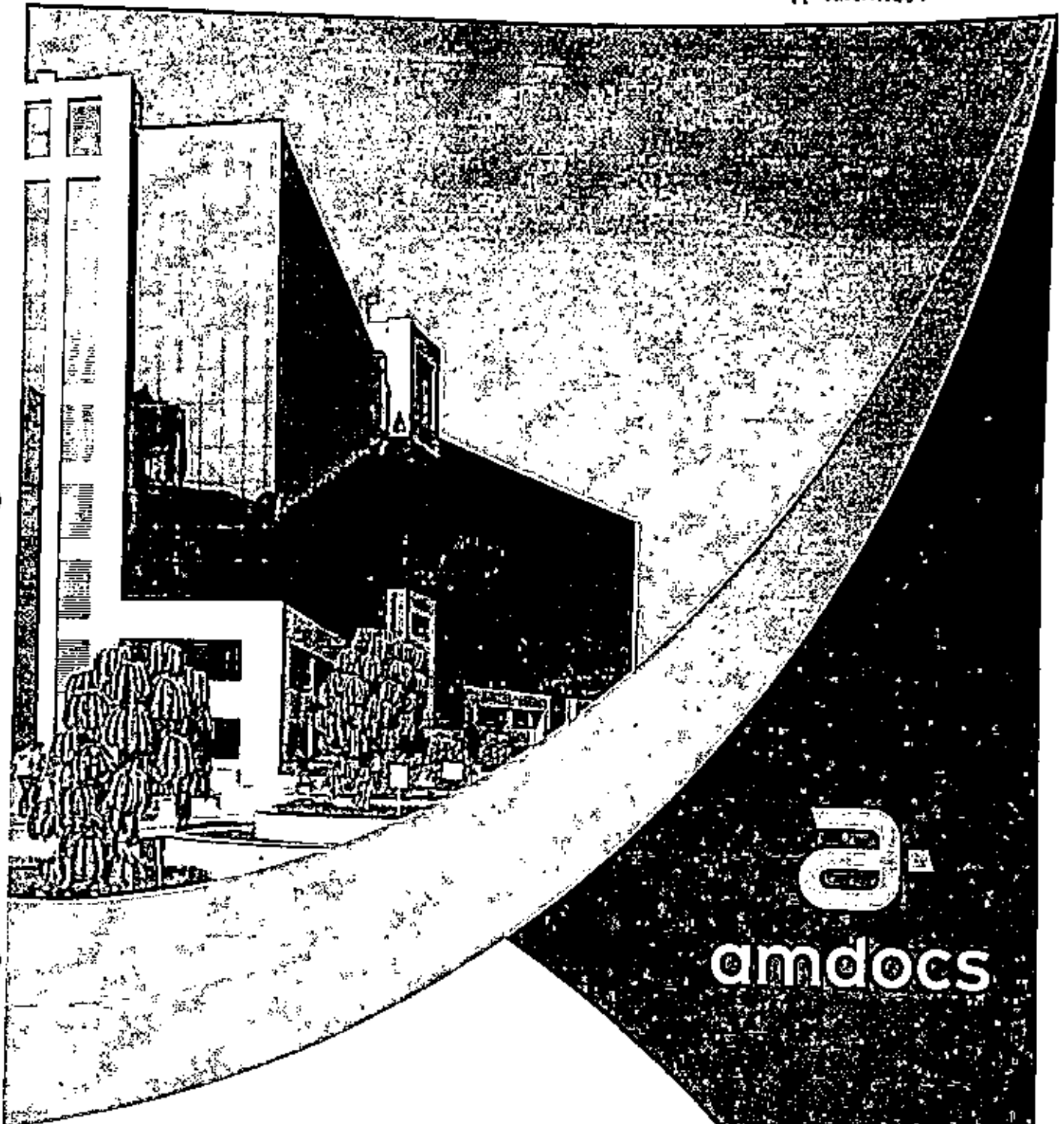
(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

### Account - B

Total Cost to Company (TCC) (Per Annum)	INR. (Per Annum)	325800
<b>Components of Total Cost to Company</b>		
Basic (@40% of Total Fixed Pay)		112134
HRA (@70% of Basic Pay)		78576
Bonus/Statutory Bonus		43000
Employer's contribution to Provident Fund (@12% of Basic Pay)		13492
Flexible Components of TFP *		28428
<b>Total Fixed Pay (Per Annum)</b>		<b>28428</b>
<b>Total Variable Pay (TVP) (Per Annum) (†)</b>		<b>312286</b>
<b>Total (A)</b>		<b>12734</b>
<b>Additional Benefits (B)</b>		<b>5467</b>
Gratuity		7387
Insurance Premiums (towards GTL, GMP and GPAI)		325800
<b>Total Cost to Company (Per Annum) --- (A) + (B)</b>		<b>12000</b>
* Under the Flexible Benefits Plan, you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.		
LTA		26400
Meal Card (Max INR. 2200 per month)		
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.		
(†) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year		
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -		
i) Gratuity : As per Payment of Gratuity Act		
ii) Insurance		
a) Group Term Life Insurance (GTL) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 25 lakhs to the beneficiary on the unfortunate death of the associate		
b) Group Medical Coverage Plan (GMP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self + spouse + up to 2 children) will be INR 2 lakhs.		
c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unforeseen event of an accident.		





**amdocs**

# EMPLOYMENT AGREEMENT

**IQAC**

*Mdy*  
 PRINCIPAL  
 NARASARAO PETA  
 (AUTONOMOUS)  
 NARASARAO PETA  
 Guntur (Dist.), A.P.



Dear Vaishnavi,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

#### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA, 522 601,  
Guntur (Dist.), A.P.





Date: November 25, 2022  
 Ms. Vaishnavi Kalru

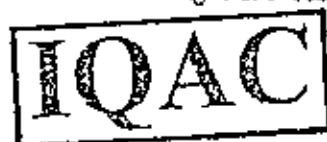
### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

1. Employment, Compensation & Benefits	
(a)  Position	Software Engineering Associate
(b)  Location	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	<p>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:</p> <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund [employer contribution] - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

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 (AUTONOMOUS)  
 NARASARAOPETA - 522 501,  
 Guntur (Dist.)

2023-01-CAMP-T3-DV/CI-P-Y02722-2





- (i) **Maternity Benefits** Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (ii) **Benefits Plans** Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.

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- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### **4. End of Employment**

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the



relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.


- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

### **Miscellaneous and Additional Conditions**

- (a) **Work Permit.** Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) **Monitoring.** To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) **Background Checks.** Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) **Entire Agreement.** The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) **Offset.** Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) **Severability.** If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) **Governing Law and Jurisdiction.** This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

  
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Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, Vaishnavi Katru, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

K. Vaishnavi  
Signature

29/10/22  
Date



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Exhibit A

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP. ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**1. Consideration**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

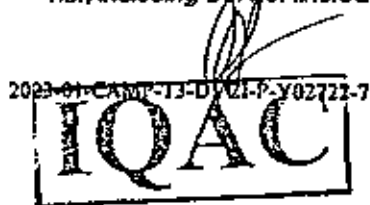
**2. Non-Disclosure of Confidential Information**

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of - Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party - whether in writing, verbal, digital format or otherwise (collectively, "Confidential Information"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, when



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you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

**4. Non-Competition**

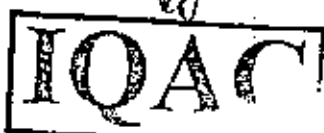
Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

**5. Non-Solicitation**

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



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**6. Acknowledgment**

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

**7. Successors/Assignment**

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

**8. Modification: Entire Agreement**


- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

**9. Rights and Remedies Upon Breach by Employee**

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) **Specific Performance.** Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) **Indemnification.** In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) **Severability.** You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.



  
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**10. Governing Law/Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.

Ms. Vaishnavi Kathu

Talent Acquisition Manager

Signature

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**Offer: Computer Consultancy**  
**Ref: TCSL/DT20223001552/Hyderabad**  
**Date: 24/11/2022**

Mr. Vinesh Mannam  
1-32Ramalayam,  
Kattubadipalem,  
Ongole-523271,  
Andhra Pradesh.  
Tel# -

Dear Vinesh Mannam,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 080 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Niramal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

- You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

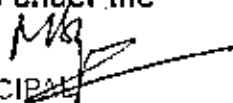
HIS offers the following benefits:

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### **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

  
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## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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**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

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

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

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Guntur (Dist.), A.P.





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

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

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**TATA CONSULTANCY SERVICES**

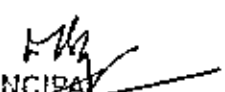
Tata Consultancy Services Limited

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

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

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

  
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#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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,

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## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
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**Withdrawal of Offer**

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

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 & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter

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

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Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201 309, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</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 Limited, Ecospace 1B building, 2nd Floor, Plot - NF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</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, Kariyavattom P.O. Trivandrum - 695581, India</p>	

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DCI Campus, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

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*M. K. J.*  
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## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

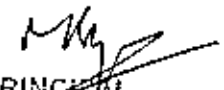
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose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

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**IQAC**



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

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

#### 9. No License

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

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(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.

  
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8184849932

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Machavarapu Tirumala Vamsi,  
305, 3<sup>rd</sup> Floor, Oak Valley Apartment,  
Behind CPR Kalyana Mandapam, Magunta Layout,  
Nellore, Andhra Pradesh - 524003.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Machavarapu Tirumala Vamsi,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as Software Engineer Trainee in our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on 1<sup>st</sup> June 2023 ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



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Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



- e. Employee Group Health Insurance - will be entitled to participate in the Company's Medical Insurance Scheme which will cover you, your spouse and two dependent children subject to limits.
- f. Gratuity as per Gratuity Act

#### 6. PERFORMANCE BONUS / INCENTIVE

Your bonus / incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with company for the calendar year and will be paid to you only if you are active on company payroll on the day the bonus / incentive is paid.

#### 7. REIMBURSEMENTS

You will be entitled to reimbursement of actual travelling fares and expenses incurred by you in the performance of your duties and properly claimed and vouched for in accordance with the Company's expense policy. You will be paid travel allowance while traveling on company business outside base location as per company rules and regulations. You will be paid conveyance as per company rules while traveling within the base location.

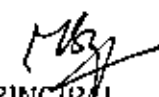
#### 8. PLACE OF WORK

- a. You will be employed at any one of company's offices or client locations as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company.
- b. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.
- c. You may be required to travel in the course of your duties.
- d. You will initially perform your duties principally at the address given below.

Dhruvsoft Services Private Limited,  
A3, Q2, 10th Floor, Cyber Tower, Hi Tec City, Madhapur,  
Hyderabad, Telangana 500081, India.

#### 9. WORKING HOURS



  
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Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



#### 11. COMMITMENT

- a. By accepting this offer you will be committing to work with DhruvSoft for a period of at least 24 months from the date of joining. If you take any leave without pay during the period of commitment – your commitment period will extend by as many days.
- b. The commitment to work for 24 months is required as the company will be investing the money in giving you on the job training & experience. If you leave within the commitment period (24 months) you are required to pay a commitment amount to company of Indian Rupees 4,00,000/- (Rupees Four Lacs only) before being relieved from the responsibility. This amount is irrespective of the days you have worked with the company.
- c. No leave is admissible without prior information / approval and commitment period will be extended in case of unapproved leaves.

#### 12. NOTICE PERIOD

In case of voluntary separation from the company, you will give the company a written notification and serve a notice period of not less than three months from the date of your resignation in line with the local industry practice. The company reserves the right to take legal action and report to the concerned authorities and industry bodies in case the employee leaves without serving notice period.

#### 13. TERMINATION OF PERMANENT SERVICES

- a. You will automatically retire from the service of the company on attaining the superannuation age of 58 years.
- b. If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
  - i. Return to work within 3 days from the commencement of such absence and
  - ii. Give an explanation to the satisfaction of the management regarding such absence
- c. If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.
- d. Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, any act of indiscipline or inefficiency, or your failure or refusal to perform your obligations, duties and responsibilities set forth herein, conviction for any serious crime or violation of Social Media Policy or Conflict of Interest Policy or felony or any other crime involving moral turpitude, fraud or willful misrepresentation; and any willful or intentional act having the effect or likely to have the effect of injuring the reputation, business or business relationships of the Company.



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Hyderabad - 500081




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

**17. DATA PROTECTION**

- a. You have to give company, its affiliates and clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. You have to provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by company in India and any other countries.
- c. You have to agree that company and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,



  
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Dhruvsoft Services Private Limited  
A3, G2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



- g. Your unprofessional behavior or misconduct in violation of company's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- h. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.
- i. You will be governed by the service conditions applicable to the employee of the company and you will abide by same.

#### 19. NON-COMPETE AND NON-SOLICIT RESTRICTIONS

During the term of your employment with company and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the twelve (12) months preceding the date of termination of your employment.

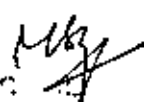
#### 20. DEDUCTIONS.

You hereby consent to the deduction of any sums owed by you to the Company at any time from your salary or any other payment due the Company to you in respect of any overpayment of any kind made to you or in respect of any outstanding debt or other sum owed by you to the Company and you hereby also agree to make a payment to the Company of any sums owed by you to the Company upon demand by the Company at any time. Deduction of local tax is mandatory. Tax deduction will be decided as per local income tax laws and regulations.

#### 21. INDEMNITY

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

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (D.S.), A.P.

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



## 25. NON-DISPARAGEMENT

Employee will not at any time during the Term or after Termination make, publish, or communicate to any person or entity or in any public forum, including but not limited to any website or other digital forum, any defamatory or disparaging remarks, comments, or statements concerning Company or any of its owners, employees, clients, or associated third parties

## 26. MISCELLANEOUS

Indian law shall apply to this Agreement. Disputes shall be subject to the jurisdiction of the local courts.

- a. Any notice to be given under this Agreement shall be in writing. Notice to you shall be sufficiently given by being delivered personally to you or by being sent by first class post addressed to you at the address stated in this Agreement or the last place of residence notified to the Company by you. Notice to the Company shall be sufficiently given by being delivered to the Company Secretary of the Company or by being sent by first class post to the registered office of the Company addressed for the attention of the Company Secretary of the Company. Any notice if posted shall be deemed served upon the third day following that on which it was posted.
- b. This Agreement, together with any documents and Schedules referred to in it, sets out the whole agreement between the parties relating to your employment and cancels all previous agreements, representations and arrangements (whether oral or in writing) in connection with your Employment by the Company which shall have no further effect as from the Start Date. You acknowledge that you have not entered into this Agreement in reliance upon any representation, warranty or undertaking which is not set out in this Agreement or expressly referred to in it as forming part of your contract of employment

Please indicate your agreement and acceptance to the above terms by signing a copy of this letter and returning us within 3 days of receipt. If you have not accepted the offer by then, or been granted an extension of time for your acceptance, the offer will lapse without further notice being given to you.

We welcome you as a member of our organization and look forward to many years of beneficial collaboration.

Yours Sincerely  
For Dhruvsoft Services Private Limited



*M. S. J.*  
NARASARAOPET ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Appendix - 1

**Checklist of documents to be submitted by new employee**

All new employees are required to furnish the following documents, original documents need to be deposited with the copies to the HR department at Dhruvsoft.

Following certificates (Originals + One set Xerox copy + scanned copy)


1. 10th marksheet
2. 12th marksheet
3. B Tech / Graduation Mark sheets (all semesters)
4. B tech / Graduation consolidated mark sheet
5. B Tech / Graduation Provisional Certificate
6. Post-Graduation / MCA Mark sheets (all semesters), CMM & Provisional Certification (If Applicable)

Carry the following for address and identity verification (Originals + One set Xerox copy + scanned copy)

1. Aadhar card (for address & identity proof)
2. College identity card (Xerox)
3. PAN card (if you do not have - please apply for PAN card as it is mandatory for joining)
4. 2 recent passport size color photos

Due date to submit the above eligible documents: on joining date.

  
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Guntur (Dist.), A.P.

**Dhruvsoft Services Private Limited**  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 500081



Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



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 Guntur (Dist.), A.P.



Ref: LTTS/HR/ET/2023-24/0165

Date: 13th February 2023

Name: Muddinedi Vijayadurga

**Letter of Intent**

Dear Muddinedi Vijayadurga,

Greeting from L&amp;T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of Associate Engineer (Trainee). We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

CIN: L72900MH2012PLC231169

Page No: 1

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During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations, and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

**All communications / notices should be addressed to:**

Human Resource Dept – Talent Acquisition (Campus Hiring)  
L&T - Technology Services, SEZ Unit II,  
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,  
Nagawara, Bangalore 560045

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

Yours truly,  
For L&T Technology Services Limited

**Prakash Krishnamoorthy**  
Head – Leadership Hiring and Strategic Talent Initiatives

Acceptance by applicant below

.....  
I have read this Letter of Intent and accept the same

Name: Muddinedi Vijayadurga

College: GCET - HYD

Signature *M. Vijaya Durga*

Date: *14/02/2023*

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



*M. Vijaya Durga*  
CIN: L72900MH2012PLC32169

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## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear P.Sai Balaji

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

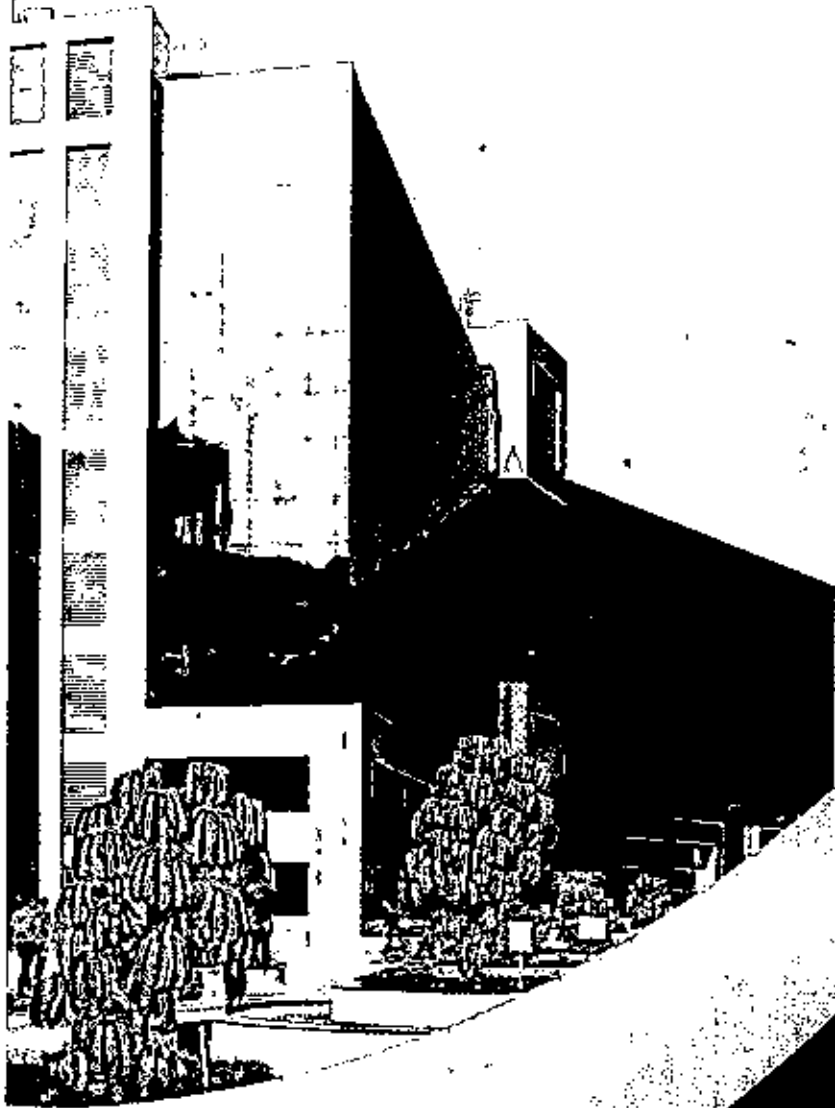
Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



*[Signature]*  
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amdocs

# EMPLOYMENT AGREEMENT

**IQAC**

*M/S*  
NABASARAOPETA  
(A...)  
NABASARA...  
Guntur (Dist.), A.P.





Dear *Harathi Poluri*,

*Congratulations on your offer and welcome to Amdocs!*

*We are very excited to have you on board.*

*You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.*

*We are hopeful you will find your time with us to be challenging and fulfilling!*

*Please feel free to reach out to us with any questions.*

#### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement











*M. S. S.*  
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NARASARAOPETA  
Guntur (Dist.), A.P. 522 001.



Date: November 25, 2022  
 Ms. Harathi Patil

### Employment Agreement

We are pleased to confirm your employment with **Amdocs Development Centre India LLP**, ["Amdocs"] under the terms and conditions provided herein, effective as of **July-2023** ("Start Date").

1. Employment Terms, Compensation, Benefits	
(a)  Position	Software Engineering Associate
(b)  Location	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

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(i)	<b>Maternity Benefits</b>	Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
(ii)	<b>Benefits Plans</b>	Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

### 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

### 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.



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- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
- i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

2023-01-CAMP-T3-DVCP-Y02720-4



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relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

### 5. Miscellaneous and Additional Conditions

- (a) Work Permit. Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) Monitoring. To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) Background Checks. Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement. In the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) Entire Agreement. The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) Offset. Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) Severability. If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) Governing Law and Jurisdiction. This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

2023-01-CAMP/13-DVCI-P-Y02720-5



Principal  
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Guntur (Dist.), A.P.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, Harathi Poluri, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

P. Harathi  
Signature

29/11/23  
Date



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NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.





Exhibit A

**Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement**

This Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement ("Agreement") is entered into between Amdocs Development Centre India LLP, ("Amdocs"), and you, as a condition to your employment with Amdocs, and shall come into effect as of your start date. For purposes of this Agreement, the term Amdocs shall also include its subsidiaries, affiliates, successors and assigns (as in effect from time to time).

**1. Consideration**

Amdocs and you wish to protect Amdocs' property, confidential information, customers, and employees. Accordingly, Amdocs requests that you agree to certain promises specified herein. In this respect, you acknowledge and agree that in addition to the above, the compensation and benefits provided to you by Amdocs as well as any equity compensation that may be provided to you and/or any special consideration that may be provided, constitute full and adequate consideration also in connection with your undertakings under this Agreement.

**2. Non-Disclosure of Confidential Information**

You are employed under a relationship of trust and confidence, and in the course of your employment with Amdocs, you will have access to, come into possession of, become familiar with, or participate in the development or marketing of – Amdocs' products or certain inventions, trade secrets and other confidential information, that are valuable and unique, and constitute proprietary assets of Amdocs. Among these trade secrets and confidential information are Amdocs' proprietary technology and know-how; computer files; programs and software; marketing and sales plans; strategies and plans; research processes; customer lists and customer information; financial information and plans; data; pricing; business plans and processes; knowledge of business relationships; personnel-related information (including compensation); lines of business; markets; profitability and other information belonging to Amdocs, its subsidiaries, affiliates, employees, customers, and any other third party – whether in writing, verbal, digital format or otherwise (collectively, "Confidential Information"). All Confidential Information and any rights therewith shall be the sole and exclusive property of Amdocs.

Accordingly, you expressly promise that you will not at any time during your employment with Amdocs and after termination thereof for any reason, disclose, use or make public (directly or indirectly), any Confidential Information or any part thereof to any person or entity, for any reason or purpose whatsoever, except as may otherwise be required by applicable law and notified to Amdocs prior to the disclosure; or in case you can provide evidence this information is already in the public domain through no fault of your own. You also promise that you will use all means available to prevent any disclosure of Confidential Information by any other person, and will ensure that any Confidential Information is safely and securely stored. Finally, you specifically acknowledge that this provision shall also apply to confidential and proprietary information of Amdocs' customers and other third parties.

**3. Intellectual Property Rights**

At any time during your employment with Amdocs, you hereby irrevocably, absolutely and perpetually assign and shall assign to Amdocs all rights, titles and interests in all inventions (defined below), copyrights, trademarks or any other intellectual property rights (collectively, "Intellectual Property Rights"). You hereby waive any right or claim for ownership in relation to any invention, and any right or claim to receive any monetary consideration or any other consideration with respect to any inventions, other than compensation and benefits provided to you under your employment with Amdocs. Without limitation of the foregoing, you irrevocably confirm that the consideration set forth in the employment agreement is in lieu of any rights for compensation that may arise in connection with the Intellectual Property Rights under applicable law and waive any right to claim royalties or any other consideration with respect to any such right. The term "Inventions" means and includes, improvements, discoveries, concepts and ideas, whether patentable or not, including but not limited to, processes, methods, formulas, know-how, data, and techniques, which

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you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer - in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.



2023-01-CAMP-T3-DVCI-F-Y02720-8

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Guntur (Dist.), A.P.





**6. Acknowledgments**

You acknowledge and agree that (i) in consideration of this Agreement, during your employment with Amdocs, you will become familiar with a range of Confidential Information and relationships, and (ii) your employment is of a particular and special value to Amdocs. Accordingly, you acknowledge that Amdocs may suffer extensive loss or damage, and would be irreparably harmed and impaired, if you breach (directly or indirectly) any of the restrictive covenants under this Agreement for which Amdocs would have no adequate remedy at law. You therefore acknowledge that the foregoing restrictions on your future employment and business activities are fair and reasonable, and are necessary to protect Amdocs' legitimate business interests. You also specifically acknowledge that the foregoing geographic and temporal restrictions on competition are fair and reasonable, given the nature and geographic scope of Amdocs' operations and Amdocs Business Activities.

**7. Successors; Assignment**

This Agreement and all rights of Amdocs hereunder shall inure to the benefit of, and be enforceable by, Amdocs and its successors and assigns, and shall be assignable, in whole or in part, by Amdocs in its sole discretion.

**8. Modification; Entire Agreement**

- (a) No provisions of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in writing by the parties hereto. No waiver by any party of any condition or provision of this Agreement shall be deemed a waiver of similar or dissimilar provisions or conditions. Your obligations hereunder are not cancelled or limited by (and remain enforceable notwithstanding) any change in position, compensation, location, business performance or other terms of employment.
- (b) This Agreement constitutes the full and entire understandings and agreements between the parties with regard to the subject matter hereof, and is an integral and essential part of your employment with Amdocs.
- (c) You will not, in connection with your employment (and are instructed not to) use or disclose any information that then constituted a trade secret of a prior employer or a third party or keep or retain any document containing of the same.

**9. Rights and Remedies Upon Breach by Employee**

If you breach, or threaten to commit a breach of, any of the provisions under this Agreement, Amdocs shall have the following rights and remedies, each of which shall be independent of the others and severally enforceable, and shall be in addition to, and not in lieu of, any other rights or remedies available at law or in equity.

- (a) Specific Performance. Amdocs shall have the right and remedy to have each and every one of the restrictive covenants in this Agreement specifically enforced, including by way of injunctive or other equitable relief.
- (b) Indemnification. In the event you breach any provision of paragraphs 2-5 of this Agreement, you agree to indemnify and hold Amdocs harmless from and against any and all damages, losses or expenses, including attorneys' fees, relating to any breach or threatened breach of this Agreement by you.
- (c) Severability. You further acknowledge and agree that the restrictive covenants in this Agreement are reasonable and valid in geographic and temporal scope and in all other respects. If, however, any court subsequently determines that any of the restrictive covenants, other clauses of this Agreement or any part thereof, is invalid or unenforceable in any respect or to any extent, such restrictive covenant shall not be void but instead automatically shall be amended to such lesser degree, time, respect, or extent as will grant Amdocs the maximum restriction on your activities permitted by applicable law in such circumstances.



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**10. Governing Law; Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.


**Amdocs Development Centre India LLP.**

**Ms. Harathi Poluri**

  
\_\_\_\_\_  
**Talent Acquisition Manager**

  
\_\_\_\_\_  
**Signature**

  
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**(AUTONOMOUS)**  
**NARASARAOPET - 522 601,**  
**Guntur (Dist.), A.P.**



**Letter of Intent**

November 24, 2022  
Vijay Rasaputra  
Narasaraopeta Engineering College, Narasaraopet

Dear Vijay Rasaputra,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

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

19-503



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear R.Chaitra

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

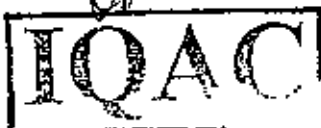
Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

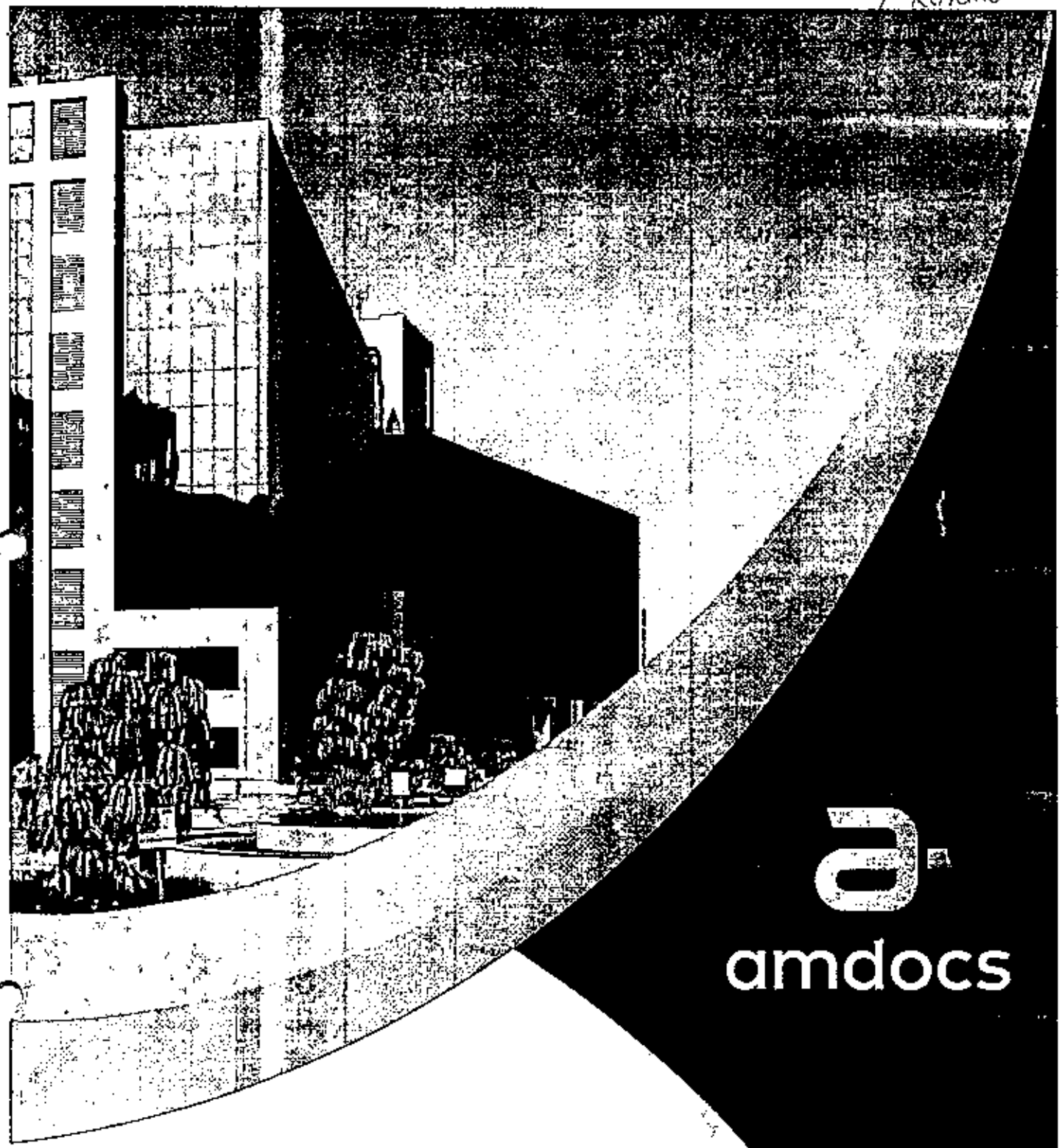
M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



*M. K. S.*  
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(AUTONOMOUS)  
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Guntur (Dist.), A.P.

Y. Renuka



amdocs

# EMPLOYMENT AGREEMENT

*[Signature]*  
**IOAC**









*[Signature]*  
NARASARAOPETA E...  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



Date: November 25, 2022  
Ms. Renuka Yeruva


### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP, ("Amdocs") under the terms and conditions provided herein, effective as of July-2023["Start Date"].

1. Employment Terms: Compensation: Benefits	
(a)  Position	Software Engineering Associate
(b)  Location	Amdocs offices in Pune, India. <ul style="list-style-type: none"><li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li><li>Work location may be changed to facilitate Amdocs' business needs.</li></ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"><li>Basic salary - INR 212000.00</li><li>House Rent Allowance - INR 212000.00</li><li>Provident Fund (employer contribution) - INR 25440.00</li><li>Leave Travel Allowance - INR 80560.00</li></ol> <ul style="list-style-type: none"><li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li><li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li></ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"><li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li><li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li></ul>
(g)  Annual Vacation	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

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Guntur (Dist.), A.R.

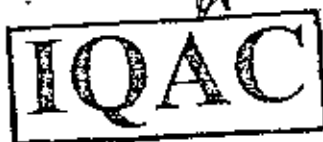



- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (j) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

#### 4. End of Employment

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/r its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
  - i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

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Guntur (Dist.), A.P.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, Renuka Yeruva, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

Signature

Date



2023-01-CAMP-T3-DVCI-P-Y02723-6

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you may have made, discovered, conceived, or assisted in making, discovering or conceiving, whether alone or jointly with others, and all works of authorship, during your employment with Amdocs.

You hereby agree that any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if Amdocs does not exercise the rights under the assignment within a period of one year from the date of assignment.

You shall keep Amdocs promptly informed in writing of any and all such Intellectual Property Rights, and provide Amdocs with all copies and records thereof. You agree and undertake that all Intellectual Property Rights (including its copies and records or any part thereof) will be the sole and exclusive property of Amdocs. Furthermore, you shall not incorporate any data, improvement, knowledge, development, discovery, or other proprietary information owned in whole or in part by any third party into any invention, without prior written consent of Amdocs.

You hereby agree to assist Amdocs or its nominees, at Amdocs' expense, to obtain protection for such Intellectual Property Rights in any country throughout the world by giving testimony, signing documents, providing information, attending proceedings and performing such other acts, as Amdocs may reasonably request, at all times during your employment with Amdocs and thereafter.

#### 4. Non-Competition

Due to the competitive nature of Amdocs' business, and your position and responsibilities within Amdocs, you agree that for the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not, without Amdocs' written consent:

- (a) Work for, be engaged by, or be employed by any person, company, trust or other entity who is or was a customer of Amdocs, any competitor of Amdocs, or any company affiliated with any such customer or competitor, in a capacity where you provide service, advice or assistance, in competition with Amdocs, in a similar domain or line of business with which you ever worked while employed by Amdocs; and/or
- (b) Own, manage, operate, control, be employed by, participate in, advise, finance, or otherwise be engaged (directly or indirectly), in any Amdocs Business Activities; PROVIDED Amdocs Business Activities are similar to those services which you provided during your employment with Amdocs. "Amdocs Business Activities" means any line of business or industry segment engaged in by Amdocs, including but not limited to: Business Support System (BSS); Digital (including Customer Relationship Management (CRM), Digital Channels, Ecommerce, and Order Management); Open Network (including, Operation Support Systems (OSS) and Network Function Virtualization (NFV)); and customer care and billing systems for telecommunications companies.

#### 5. Non-Solicitation

For the duration of your employment with Amdocs and for a period of six months after termination of your employment for any reason, you will not (directly or indirectly), either on your own account or in the service of others, in any way:

- (a) Solicit, entice away, or endeavor or attempt to induce, solicit or entice away, interfere with the relationship, or sell products or provide services of a kind or nature sold or provided by Amdocs during your employment with Amdocs to, any Customer (defined below), or affiliated party of such Customer -- in any location. "Customer" means any person or entity that you or any of your subordinates sold products or provided services or actively solicited to sell products or provide services during the twelve (12) month period prior to your termination from Amdocs; and/or
- (b) Solicit, recruit, entice away, or endeavor or attempt to induce, solicit, recruit, or entice away, or hire or engage with, in any capacity whatsoever, any employee, consultant, officer, agent, subcontractor or service provider of Amdocs, that is employed or engaged by Amdocs on the date of your termination - to convince any of them to terminate or limit their relationship with Amdocs.

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*M. S. R.*  
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 Guntur (Dist.), A.P.



**10. Governing Law; Jurisdiction**

This Agreement is accepted and entered into in India, and the validity, interpretation, construction and performance of this Agreement shall be governed by, and interpreted according to, the laws of India, without regard to the principles of conflicts of laws thereof or any decision, rule or principle that would result in the application of the laws of another country. It is irrevocably agreed that the courts located in Pune, shall be the exclusive forum and jurisdiction to hear, litigate or settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (or to enforce any term of this Agreement).

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date set forth below.

Amdocs Development Centre India LLP.

Ms. Renuka Yeruva

Talent Acquisition Manager

Y. Renuka  
Signature

2023-01-CAMP-T3-D/EC/P-Y02723-10



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Guntur (Dist.), A.P.

19-507



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Sk. Mohammed Asif

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

# Deloitte.

Deloitte Consulting India Private Limited  
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga  
Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000  
www.deloitte.com

Sep 8, 2023

Ms. Somu Sushma Priyanka  
9-31, Main Road, Rupenaguntla, Nakarikallu(md),  
Narasaraopet, 522603  
India

Subject: Offer of Employment

Dear Somu Sushma Priyanka:

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst Trainee** based in Hyderabad.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **October 3, 2023**.

You will be required to register with the National Apprenticeship Training Scheme "NATS" as an Apprentice (As defined under the NATS) and the employment confirmation is subject to probation period of 12 months (from **October 3, 2023 to October 3, 2024**). During the probation period you will be evaluated on various trainings and performance criteria. Upon successful completion of probation period, your employment will be confirmed.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 400,000/-** and, will be eligible for a end term bonus of **Rs./₹ 40,000/-** upon successful completion of your probation period. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an Incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 10,000/-** subject to your reporting for full-time employment on **October 3, 2023**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us during the probation period of 12 months and post successful completion of the probation period and confirmation of employment will be governed by the Terms and Conditions as detailed in Annexure B, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding Independence and other matters, as the Employer is a subsidiary of Deloitte LLP. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AAACD0476W4ZT  
CIN: U72900TG2000PTC039976

This is a system generated offer



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. - 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and Deloitte Consulting India Private Limited employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Sonu Sushma Priyanka, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited  
Best regards,

DocuSigned by:  
*Pooja Madhavi*  
263F6588E6CE5489...  
By: \_\_\_\_\_  
Signature

Authorized Signatory

**Acceptance**

I, **Sonu Sushma Priyanka**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.09.05 10:01:58 -07:00

Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Rangareddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AAB00076H4ZT  
CIN: U72900TG2000PTC039976



This is a system generated offer

*MK*  
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NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA (AUTONOMOUS) COLLEGE  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## Annexure A

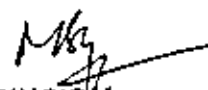
Ms. Somu Sushma Priyanka

Analyst Trainee

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	11,700	140,400
House Rent Allowance (HRA)	5,850	70,200
Special Allowance <sup>1a &amp; 1b</sup>	6,774	81,288
Leave Travel Allowance <sup>2</sup>	1,170	14,040
Differential Allowance	3,840	46,080
Meal Card <sup>3</sup>	2,200	26,400
Employer's contribution to PF	1,800	21,600
<b>Total Salary (In Rs.)</b>	<b>33,334</b>	<b>400,008</b>
Medical Insurance Premium <sup>4</sup>	3,014	36,167

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

  
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 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.



19-571



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear V.Sahendra Reddy

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

# SYNOPSIS®

November 28, 2022

Venkata Siva Sai Subbaraya Lakshmi Chenna Kesav Koliparthi

Dear Venkata Siva Sai Subbaraya Lakshmi Chenna Kesav,

Further to your meeting with us, we approve of your training request at our facilities located at Synopsis in India, on the following terms and conditions. Please contact HR for further details and any clarifications you may have.

## 1. NATURE OF ENGAGEMENT

You will be engaged as a Intern (Technical-IT) and imparted training so as to facilitate you to acquire proficiency, competency and work knowledge. During the period of training you will also be allowed to obtain hands on experience.

## 2. OBLIGATIONS AND RESPONSIBILITIES

- a) During your training period, the Company expects you to undergo training in any Department/Section in which you are placed with high standard of initiative and efficiency. You shall devote yourself exclusively for undergoing training at the facility of the Company. You shall not take up any other work for remuneration or otherwise, whether full or part time, or work in an advisory capacity, or be interested directly or indirectly in any other trade or business during the training period without obtaining permission, in writing, from the Company.
- b) You will be governed by the service Rules and Regulations as may be promulgated by the Company from time to time in relation to conduct, discipline and other matters in relation to trainees, which shall be applicable to you and shall bind you. You will not seek membership of any local or public bodies without first obtaining the permission from the Company.

## 3. DURATION OF TRAINING

The duration of the training will be commencing from Jan 9 2023 to Jul 8 2023. On completion of training or expiry of the mentioned period hereunder, whichever is earlier, unless otherwise informed you will automatically stop attending the facility of the Company and your training hereunder will be deemed to have been completed.

## 4. Scholarship

You will be paid a consolidated scholarship of Rs. 30,000 per month.

## 5. TRANSFER

Your services during training and thereafter is liable to be transferred in any of the associate concern of Synopsis in India depending on the need of the Company.

## 6. CONFIDENTIAL INFORMATION AND PROTECTION OF INTERESTS

- a) You will not at any time, without the consent of the Corporate Vice President & Managing Director of the Company disclose or divulge or make public except on legal obligation any information regarding the company's affairs or administration or research carried out whether the same may be confided to you or become known to you in course of the training. You will execute a suitable non-disclosure agreement which will continue to bind you even after the termination of the training provided hereunder.
- b) If you conceive any new or advanced methods of improving processes/formulae/systems in relation to the operation of the Company, such developments will be fully communicated to the Company and will be and remain the sole right/property of the company.

## 7. TRADE SECRETS

You will not keep in your possession nor bring to our organization any other organization's information, materials, documents, floppies, charts and the like, containing any information which is or would be considered confidential or proprietary. Please also delete any and all such information from your personal computers and data banks.

Regd. Office : 5th Floor, Tower 'A', RMZ Infinity, Muncipal # 3, Old Madras Road, Bennganahalli, Bangalore - 560 016, India.  
Phone : +91-80-43188000, Fax : +91-80-30523800



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## **8. TRAINING HOURS AND HOLIDAYS**

Normally your training timing would be that of the normal working hours of the Establishment where you are posted for the time being and the shift to which you are allotted. Weekly off days together with all National and Festival Holidays observed by the Establishment would be normally applicable to you. You may however, be called upon to attend Training as and when deemed appropriate including on holidays.

## **9. OTHER AGREEMENTS**

You are required to execute the Employee Innovation and Proprietary Information Agreement (in the format attached to this letter) and/or similar or other undertaking/Policy.

Acknowledgements/Agreements that may be required to be executed from time to time.

## **10. VERIFICATION REPORT**

Your engagement will be subject to receipt of satisfactory report with regard to verification of your antecedents and the particulars furnished by you in your application and the information given at the time of interview.

## **11. MISCELLANEOUS**

You will abide by all Environment, Health, Safety and Security policies of the Company. You will appreciate that the Company shall not be liable for any injuries, etc., caused to you during the course of your interaction with the Company and you hereby agree to indemnify the Company from the same. This engagement does not in any manner give rise to Contract of Service/Employment and you shall not have any rights whatsoever in this regard. During the course of your Interaction with the Company you shall avoid any conflicts of interest with those of the Company.

## **12. TERMINATION**

During the above period, this contract may be terminated by either party without giving any notice or any reason thereof. On termination of the Contract you will immediately give up to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effects or records, etc., belonging to the company or relating to its business and shall not make or retain any copies of these items.

## **13. RULES & REGULATIONS**

You will also comply and abide with all rules and regulations applicable to you as notified by the Management from time to time.

## **14. RELOCATION EXPENSES**

You are eligible for relocation expenses up to 20,000/- to be reimbursed as follows:

### **I. Travel**

- The company will reimburse expenses equivalent to a one-way ticket only for the candidate.
- Reimbursement of expenses will be on submission of actual receipts/tickets/boarding pass etc.
- The mode of travel is economy class airfare or AC II-tier train. (self-driving of the vehicle is not permitted).

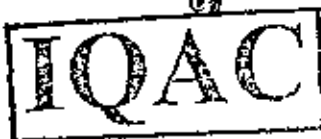
### **II. Accommodation**

- The company will reimburse the cost of accommodation for 7 days from the date of arrival in the new location, on actuals. Any cost incurred due to the extension of stay beyond 7 days to be borne by the candidate.
- The candidate is required to make accommodation arrangements preferably service apartments/homestays. In the absence of such facilities, candidate may also stay in a hotel (excluding 5- and 7-star hotels) with prior approval from their manager. Candidates may also take assistance from their respective BG Admin for identifying the accommodation.
- The candidate will be responsible for personal expenses incurred on telephone calls, food, entertainment activities, etc.

### **III. Reimbursement**

Relocation expenses must be claimed by the Intern within 90 days from the date of joining at once. They are requested to submit relocation-related bills to [hr-help-india@synopsys.com](mailto:hr-help-india@synopsys.com) for processing and ensure original bills along with the claim form are handed over to the regional HR member.

Regd. Office: 5th Floor, Tower 'A', RMZ Infinity, Municipal # 3, Old Madras Road, Benriaganahalli, Bangalore - 560 018, India.  
Phone : +91-80-43188000, Fax : +91-80-30523800



*M. S. J.*  
PRINCIPAL  
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# SYNOPSIS®

## V. Recovery of Relocation expenses

In the event of voluntary separation within **6 months** from the date of hire, the employee will be required to repay the full relocation expenses amount received, to the company.

Please confirm that the above terms and conditions are acceptable to you by signing a copy of this letter.  
Yours sincerely,

DocuSigned by:  
*Mona Kumari*  
15961292FAE41C...  
Kumari, Mona (mkumari-DN-HR)

I agree to accept the terms and conditions mentioned in the above letter. I undertake to keep the information of my scholarship amounts and benefits confidential.

Signature: *K. Chenna*

Date: 05/01/2023

Name Venkata Siva Sai Subbaraya Lakshmi Chenna Kesav Koliparthi

Regd. Office: 5th Floor, Tower 'K', RMZ Infinity, Municipal # 3, Old Madras Road, Banaganahalli, Bangalore - 560 016, India.  
Phone : +91-80-47188000, Fax : +91-80-30523800



*MK*  
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## Annexure I

You are required to sign the certain documents mentioned below.

- *Application for Employment,*
- *Proprietary Information & Inventions Agreement,*
- *Code of Ethics & Business Conduct*
- *Conflict of Interest survey*

Please note that the validity of this Internship letter is contingent upon the following conditions:

- The return of a signed copy of this internship letter on or before **Jan 9 2023**
- Providing original documents for verification of Identity and credentials, as furnished in the Employment Application Form. You must present this on or before **Jan 9 2023**
- The submission of a fully completed Employment of Application Form along with
  - Copies of Professional Qualification
  - Copy of Passport and valid visas
  - 4 passport size photographs
  - Proof of address
  - Updated Resume
  - Proof of Age

The return of signed copies of the Synopsis Proprietary Information and Inventions Agreement, Code of Ethics and Business Conduct, and Conflict of Interest Survey (will be given upon joining).

Yours sincerely,

DocuSigned by:

*Mona Kumari*

159812622FAE41C

Kumari, Mona (mkumari-IN-HR)

I agree to accept the terms and conditions mentioned in the above letter. I undertake to keep the information of my scholarship amounts and benefits confidential.

Signature: Venkata Siva Sai Subbaraya Lakshmi Chenna Kesav Kollparthi

Date: 05/01/2023

Regd. Office : 5th Floor, Tower 'A', RMZ Infinity, Maricopa # 3, Old Madras Road, Bengaluru, Bangalore - 560 018, India.  
Phone : +91-80-43182000, Fax : +91-80-30523800



*Mona Kumari*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601.  
Guntur (Dist.), A.P.

**Certificate Of Completion**

Envelope Id: 2A8F5267536840A99428CCC6737694F9  
Subject: Intern Offer Letter - Venkata Siva Sai Subbaraya Lakshmi Chenna Kesav Koliparthi  
Source Envelope:  
Document Pages: 4 Signatures: 2  
Certificate Pages: 5 Initials: 0  
AutoNav: Enabled  
Envelope Stamping: Enabled  
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Sent

Envelope Originator:  
Mona Kumari  
690 E Middlefield Rd  
Mountain View, CA 94043-4010  
mkumari@synopsys.com  
IP Address: 149.117.222.13

**Record Tracking**

Status: Original  
11/27/2022 11:47:37 PM

Holder: Mona Kumari  
mkumari@synopsys.com

Location: DocuSign

**Signer Events**

Mona Kumari  
mkumari@synopsys.com  
Synopsys Inc  
Security Level: Email, Account Authentication  
(None)

**Signature**

Digitized by:  
*Mona Kumari*  
11/27/2022 11:49:29 PM

**Timestamp**

Sent: 11/27/2022 11:49:12 PM  
Viewed: 11/27/2022 11:49:22 PM  
Signed: 11/27/2022 11:49:29 PM

Signature Adoption: Pre-selected Style  
Using IP Address: 149.117.222.13

Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

Venkata Siva Sai Subbaraya Lakshmi Chenna  
Kesav Koliparthi  
kchennuk7@gmail.com  
Security Level: Email, Account Authentication  
(None)

Sent: 11/27/2022 11:49:30 PM  
Viewed: 11/28/2022 12:05:37 AM

Electronic Record and Signature Disclosure:  
Accepted: 11/28/2022 12:05:37 AM  
ID: e308f6e2-9d67-40c4-a6a5-7fa7c29633d1

**In Person Signer Events**

Signature Timestamp

**Editor Delivery Events**

Status Timestamp

**Agent Delivery Events**

Status Timestamp

**Intermediary Delivery Events**

Status Timestamp

**Certified Delivery Events**

Status Timestamp

**Carbon Copy Events**

Status Timestamp

Kondalah Vasuwandla  
kondalah@synopsys.com  
Security Level: Email, Account Authentication  
(None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign

**Witness Events**

Signature Timestamp

**Notary Events**

Signature Timestamp



*Mona Kumari*  
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NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**Envelope Summary Events**

Envelope Sent  
Certified Delivered

**Status**

Hashed/Encrypted  
Security Checked

**Timestamps**

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11/28/2022 12:05:37 AM

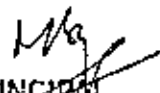
**Payment Events**

**Status**

**Timestamps**

**Electronic Record and Signature Disclosure**



  
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NARASARAO PET - 522 601,  
Guntur (Dist.), A.P.

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Synopsys, Inc. (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

**All notices and disclosures will be sent to you electronically**



*MKA*  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Synopsys, Inc.:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [esign@synopsys.com](mailto:esign@synopsys.com)

**To advise Synopsys, Inc. of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [sreekanth.vishwamurthy@synopsys.com](mailto:sreekanth.vishwamurthy@synopsys.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.


**To request paper copies from Synopsys, Inc.**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [esign@synopsys.com](mailto:esign@synopsys.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Synopsys, Inc.**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:



  
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i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to [esign@synopsys.com](mailto:esign@synopsys.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

#### Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

#### Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Synopsys, Inc. as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Synopsys, Inc. during the course of your relationship with Synopsys, Inc..



*M. Jay*  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





Roll No: 19471AOSP3

**Offer: Computer Consultancy**  
**Ref: TCSLDT20222890035/Chennai**  
**Date: 25/11/2022**

Ms. Anjani Priya Yadlapalli  
1-77 Gudipudi,  
Gudipudi,  
Sattenapalli-522403,  
Andhra Pradesh.  
Tel# -9059828508

Dear Anjani Priya Yadlapalli,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20222890035

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

5/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India  
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com





## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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## **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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**IQAC**



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

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

Handwritten notes and stamps at the bottom left, including a date stamp "10/10/11" and some illegible text.

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NARASARAOPETA 522 501  
Guntur (Dist) A.P.



#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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 Sri Lankan 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,

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NARASIMHA PETA ENGINEERING COLLEGE  
AUTONOMOUS  
MADAKARAOPORE - 522 924





## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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(AUTONOMOUS) 11  
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Guntur Dist. A.P.





**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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

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Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue: Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI - Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI - Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201 309, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</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 Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</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, Kariyavattom P.O. Trivandrum - 695581, India</p>	

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## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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

  
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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

#### 8. Restriction on Associate's Rights

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

#### 9. No License

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

  
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(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.

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Guntur (Dist.), A.P.

20-505



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear M.Naga sireesha

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



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(AUTONOMOUS)  
NARASARABETA - 522 601  
Guntur (Dist.), A.P.



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear S.Keerthi

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

20-515



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Y.Veeranjaneyulu

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM**.

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

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Guntur (Dist.), A.P.



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**CADSYS (INDIA) LTD**

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

30<sup>th</sup> March, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/16/03/2023

To  
Ms. Balajyothe Perecherla,  
5-11-a, Pedakurapadu Village,  
Guntur District, Andhra Pradesh - 522402.

Dear Ms. Balajyothe P,

Sub: Offer Letter

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as Jr. Design Engineer in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family - that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on 10<sup>th</sup> April 2023 at the address given above to complete the joining formalities, which includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.

  
**IQAC**



Page 1 of 4

  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.

### Secrecy and Duty:

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute **Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement** which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### Misconduct

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### Termination of employment:

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



*M. J. P.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 681.  
Guntur (Dist.), A.P.



### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an Irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.

Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

  
Manager - Human Resources

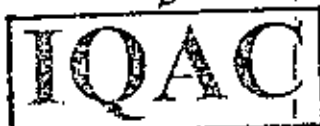


I accept the terms of this letter

  
PRINCIPAL

NAHASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 604,  
Guntur (Dist.), A.P.

**CADSYS**



**ANNEXURE-A**

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	8500	102000
House Rent Allowance	3400	40800
Professional Development Allowance	850	10200
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1650	19800
<b>Gross Salary (A)</b>	<b>17000</b>	<b>204000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1632	19584
Employee Contribution to ESI*	169	2028
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>15049</b>	<b>180588</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1632	19584
Contribution to ESI*	731	8772
Gratuity	409	4904
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>25272</b>	<b>303260</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



**IQAC**

*M. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**CADSYS**

19471A0401



Offer: Computer Consultancy  
Ref: TCSL/DT20229744451/Hyderabad  
Date: 24/11/2022

Mr. Ala Vamsi Krishna  
9-336/1,  
Rice mill bazar,  
Mangalagiri-522502,  
Andhra Pradesh,  
Tel# -

Dear Ala Vamsi Krishna

Sub: Letter of Offer

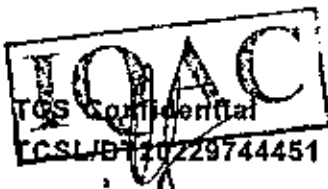
Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad-500081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

PRINCIPAL 1

(AUTONOMOUS)

JARASARAO PETA ENGINEERING COLLEGE



GROSS SALARY SHEET

Annexure 1

Name	Mr. Ala Vamsi Krishna
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000/-

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



TCS Confidential  
TCSL/DT20209744451

**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

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

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

1a-403



Date: 26/04/2023

Dear Aurangabad Mahesh Gopi,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

1. APPOINTMENT AND REPORTING:

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
  - i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.

- 1.2 You will initially report to Kiran Poojari, which can subsequently be changed at the sole discretion of the company.


2. EMOLUMENTS AND TAXES:

- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares Issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

3. TERMINATION:

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

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 Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com  
 Corporate Identity Number: U64201DL1997PLC091001

  
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 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.



a full time or part time basis, with any other person or entity.

3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:

- i. if you do not join within the stipulated date, unless extended in writing.
- ii. if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.

3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

4.1 Your initial place of posting shall be at **Hyderabad @ AP-Hyderabad-Splendid Towers-Circle**.

4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.

4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.

4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

- i. while employed by the Company and in connection with the business of the Company or a related body



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.

- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.

- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.

- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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Tel: +91 11 4666 6100 Fax: +91 114186 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U64201DL1997PLC091001



and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## **7. LEAVES AND OTHER SERVICE BENEFITS:**

7.1 Your working days shall be six (6) days<sup>1</sup> a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.

7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.

7.3 You are entitled to the certain benefits over and above your TCC, in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:

- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
- II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
- III. Group Personal Accidental Insurance (GPA) with an Insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
- IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time, Currently, It allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## **8. RETIREMENT:**

8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## **9. CONTINUATION OF EMPLOYMENT:**

9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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Corporate Identity Number: U64201DL1997PLC091001





take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

A handwritten signature in cursive script that reads "Punita Varna".

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Aurangabad Mahesh Gopi -Signature

**ANNEXURE A:**

Name Aurangabad Mahesh Gopi  
Job Name Account Manager - SB  
Department: Sales.Emerging Business  
Band SM  
Designation Executive  
D.O.J 09/05/2023

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I.Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II.Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary. As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaime Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>

\*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.

\*\*Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.

An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.

Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you

Yours faithfully,

*Runita Vuma.*

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

Aurangabad Mahesh Gopi-Signature



**ANNEXURE B:**



Date 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Aurangabad,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

*Punita Varna.*

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Aurangabad Mahesh Gopi -Signature

DOC: - SA/TA/Hyd/2023/4440

Date: - 14 Feb 2023

Dear Batchu Mahesh,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on 1 August 2023. 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: 2023.02.14

Manish Modi  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001  
Guntur (Dist.), A.P.

19-405

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear VENKATA SAI NAVEEN KUMAR CHALLAPALI,  
6-54, ATCHALAGADDA, DACHEPALU, DACHEPALU, GUNTUR,  
Andhra Pradesh, India, 522414  
Document ID - 2e829f7d-1fef-4900-be41-6450ec07da5b

Dear VENKATA SAI NAVEEN KUMAR CHALLAPALI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 129, NOIDA - 201304, UP, India  
t: +91 (0)20 4129 25000 e: +91 (0)20 4680330

Corporate Identity Number: L74140DL1991PLC048369  
Registered Office:  
206 Siddharth, B6 Nehru Place, New Delhi - 110009, India



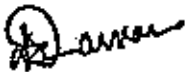
*M/S*  
PRINCIPAL  
**HCL**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 691,  
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

19-406



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear CH.Nikltheswari

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **11,000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process. Our Office address below with the documents as discussed.

In case you have any queries please feel free to reach us on **+91 9703636346** or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com).


We welcome you to join our cogent family and have a long & fruitful relationship with us.

Authorized Signatory



Regards,  
Cogent E Services Limited  
1st Floor Raj Towers, Balmatta Road  
Opp- Roopa Hotel Mangalore - 575002  
M: +91 9703636346  
W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





**Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd**

Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: 407- Srinivasarao <srinivasch445@gmail.com>  
Cc: N35 , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n35@vodafoneidea.com>

Thu, Jun 22, 2023 at 2:48 PM

**Classification: Classification Level: C2 – Vodafone Idea Internal**

*(Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')*

To,  
Srinivasrao C,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

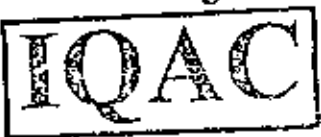
1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us.
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 31<sup>st</sup> May 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

*[Handwritten Signature]*



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P

We wish you the best and believe that you will have a fruitful and successful career with us!

<b>Annexure : Compensation Details</b>			
	<b>Rupees per Month</b>	<b>Rupees per Annum</b>	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Thanks & Regards,

Khyati Mishra

AGM - HRBP-SNOC & CODE-Hyd

+919885014741



This E-Mail (including any attachments) may contain Confidential and/or legally privileged information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.

---

407- Srinivasarao <srinivasch445@gmail.com>

Thu, Jun 22, 2023 at 3:44 PM

To: Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Cc: N35 , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n35@vodafoneidea.com>

Good afternoon Mam,  
Thank you for giving me this opportunity.  
I accept the offer with mentioned terms and conditions.

Thank & regards  
Srinivasarao C  
[Signature]

19-408

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear CHEVURI AMARESWARI,  
1-271, MERIKAPUDI, PHIRANGIPURAM, GUNTUR  
Andhra Pradesh, India, 522549  
Document ID - 2e829f7d-1fef-4900-be41-6451ec07da5b

Dear CHEVURI AMARESWARI,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

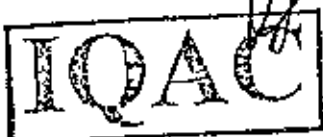
Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employer:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 39, Sector 12B, NOIDA - 201304, UP, India  
t: +91 0120 611025000 e: +91 120 4680330

Corporate Identity Number: L74140DL1991PLC046369  
Registered Office:  
808 Siddharth, 95, Nehru Place, New Delhi - 110009, India

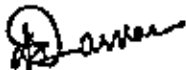


Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide Impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

19471A0409  
Yuvasai Chirampalli

**COGENT**  
E-SERVICES • SOFTWARE • CONSULTING

## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear CH.Yuvasai

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

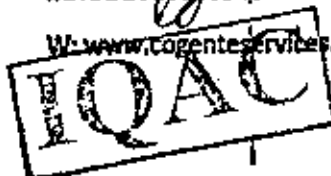
Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

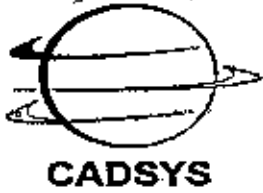
M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



Principal

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



Name: Teja Sri Chitta  
Roll No: 19471A0410

## CADSYS (INDIA) LTD

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

21<sup>st</sup> April, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/15/03/2023

To  
Ms. Teja Sri Chitta,  
D. No: 3-144, Nagayalanka Village,  
Krishna District, Andhra Pradesh - 521120.

Dear Ms. Teja Sri Ch,

### Sub: Offer Letter

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as Jr. Design Engineer in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family -- that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on 03<sup>rd</sup> May 2023 @ 9:45 AM at the address given above to complete the joining formalities, failing which this offer will be treated as invalid.

The joining formalities includes


- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



Page 1 of 4

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

### **Secrecy and Duty:**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### **Misconduct**

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### **Termination of employment:**

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



*M. S. G.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an Irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.


Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.


Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

  
Manager - Human Resources



I accept the terms of this letter

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 681  
Guntur (Dist.), A.P.

**ANNEXURE-A**

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	9000	108000
House Rent Allowance	3600	43200
Professional Development Allowance	900	10800
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1900	22800
<b>Gross Salary (A)</b>	<b>18000</b>	<b>216000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1728	20736
Employee Contribution to ESI*	176	2112
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>15946</b>	<b>191352</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1728	20736
Contribution to ESI*	764	9168
Gratuity	433	5192
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>26425</b>	<b>317096</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



*Mky*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear G.Rajya Lakshmi

We are delighted to Inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARA@PET - 522 601  
Guntur (Dist.), A.P.

19471A0415



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744452/Hyderabad**  
**Date: 24/11/2022**

Ms.Gadiparthi kavitha  
Kakani  
Narasaraopet 522601,  
Andhra Pradesh.  
Tel# -

Dear Gadiparthi kavitha

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



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

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Ms.Gadiparthi kavitha
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,648	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

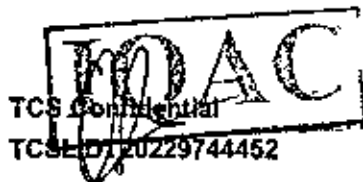
\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 514 501  
Guntur (Dist.), A.P.

19471AD418



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744453/Hyderabad**  
**Date: 24/11/2022**

Mr. Guddeti venkateswarlu  
2-67  
Vemulapadu  
Prakasam - 523246,  
Andhra Pradesh.  
Tel# -

Dear Guddeti venkateswarlu

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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(AUTONOMOUS)  
NARASARAOPETA - 525 001  
Guntur (Dist), A.P.



**GROSS SALARY SHEET**

**Annexure 1**

Name	Mr. Guddeti Venkateswarlu
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

**Table 1: Compensation Details (All Components In INR)**

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
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Xplore/ Learning Incentive****		Upto:60,000

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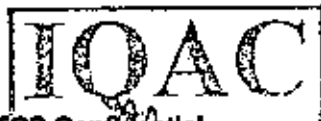
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Food Card	500	6,000
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE ECONOMICTORS

Date: 12-04-2023

EMP Id: 202309460

## FIXED TERM EMPLOYMENT CONTRACT

Dear G. Ashok Kumar,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

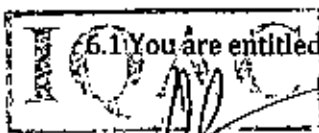
The normal working days are Monday through Sunday. Rotational week off is applicable. You will be required to work for such hours as necessary for the proper discharge of your duties to the company. The normal working hours are from 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Principal

NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 501  
Guntur (Dist.), A.P.



Address: Ecil 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

PRINCIPAL  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO IET ECOSYSTEMS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



*M. K.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 517 601  
Guntur (Dist.), A.P.  
Signature of the Employee

Address: Ecil x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

19471A0421

Vijayalakshmi Gunturu

Savantis Solutions India Pvt Ltd.

2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,

HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081

Tel: +91 (955) 026 0066 | Info@savantis.com | www.savantis.com.

# savantis

DOC: - SA/TA/Hyd/2023/4433

Date: -14 Feb 2023

Dear Vijayalakshmi Gunturu,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. G.*  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A0423  
Kodavandla Chandu



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K.Chandu

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogeteservices.com](http://www.cogeteservices.com)



  
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NARASARAOPET ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19-424



Letter of Intent

November 24, 2022  
Rakesh Anna  
Narasaraopeta Engineering College, Narasaraopet

Dear Kondaveti Jahnvi,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



k. Lakshmi Narayana

19471A0425

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229802717/Hyderabad**  
**Date: 24/11/2022**

Mr. Lakshmi Narayana Kondeboina  
7-206, Gandhipet, Chilakaluripet 7th Line,  
Near Indian Overseas Bank,  
Chilakaluripet-522616,  
Andhra Pradesh.  
Tel# 91-9346700054

Dear Lakshmi Narayana Kondeboina,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

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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 (detailed under Terms &

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Tata Consultancy Services Limited

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

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Guntur (Dist.), A.P.

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## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

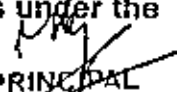
You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

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TCS/DT20229802717

## **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

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

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





## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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TCSL/D/20229802717

## **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

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.







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

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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



  
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#### TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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



#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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 **PRINCIPAL** names, signature affidavits,

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## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal Identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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**Withdrawal of Offer**

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

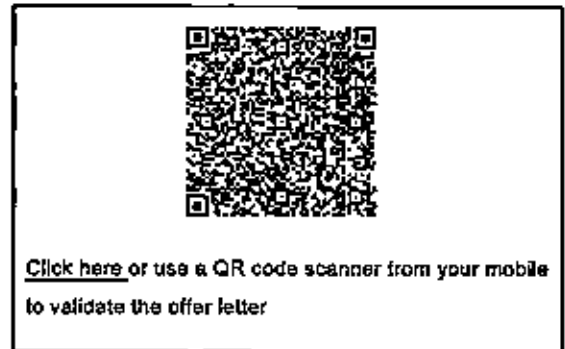
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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



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Annexure 2

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO.. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45, Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201 309, UP</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</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 Limited, Ecospace 1B building, 2nd Floor, Plot - BF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</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, Kariyavattom P.O. Trivandrum - 695581, India</p>	



  
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## 2. Associate's Obligations

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

## 3. Intellectual Property Rights

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



  
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## TATA CONSULTANCY SERVICES

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.


#### 8. Restriction on Associate's Rights

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

#### 9. No License

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



  
PRIN...  
NARASARAOPETA...  
(A...)  
NAPASARAOPETA... 522 60...  
Guntur (Dist.), A.P.



(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.



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**TATA CONSULTANCY SERVICES**

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



19-429



Date: 26/04/2023

Dear Maddula Venkateswarlu,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
  - i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.

- 1.2 You will initially report to Kiran Poojari, which can subsequently be changed at the sole discretion of the company.

**2. EMOLUMENTS AND TAXES:**

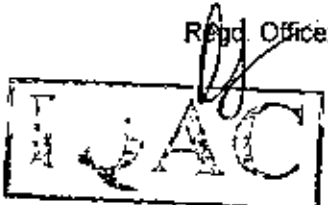
- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided, however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

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a full time or part time basis, with any other person or entity.

- 3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:
- i. if you do not join within the stipulated date, unless extended in writing.
  - ii. if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.
- 3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

- 4.1 Your initial place of posting shall be at Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.
- 4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.
- 4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.
- 4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

- 5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.
- 5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.
- 5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:
- i. while employed by the Company and in connection with the business of the Company or a related body

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Corporate Identity Number: U64201DL1997PLC091001



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.

5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.

6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.

6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## **7. LEAVES AND OTHER SERVICE BENEFITS:**

- 7.1 Your working days shall be six (6) days a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.
- 7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.
- 7.3 You are entitled to the certain benefits over and above your TCC, in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:
- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
  - II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
  - III. Group Personal Accidental Insurance (GPA) with an insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
  - IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time, Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## **8. RETIREMENT:**

- 8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## **9. CONTINUATION OF EMPLOYMENT:**

- 9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India

Tel: +91;11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U64201DL1997PLC091001



take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

Authorized Signatory  
**Bharti Airtel Services Limited**

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Maddula Venkateswari-Signature

**ANNEXURE A:**

Name **Maddula Venkateswarlu**  
Job Name **Account Manager - SB**  
Department: **Sales.Emerging Business**  
Band **SM**  
Designation **Executive**  
D.O.J **09/05/2023**

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I.Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II.Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaime Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.		
**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
**Bharti Airtel Services Limited**

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

---

**Maddula Venkateswarlu-Signature**



**ANNEXURE B:**



Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Maddula,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Maddula Venkateswarlu-Signature



19471A0432  
Mangalapathe Kiran Kumar



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear M.Kiran Kumar

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
PRINCIPAL

NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

**IQAC**



Dear **Sai Swetha Marthala**,

Sai Swetha Marthala  
19471A0483

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

## WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-

Solicitation Agreement













Date: November 25, 2022  
 Ms. Sai Swetha Marthala

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP, ("Amdocs") under the terms and conditions provided herein, effective as of July-2023("Start Date").

#### 1. Employment Terms; Compensation; Benefits

(a) <b>Position</b> 	Software Engineering Associate
(b) <b>Location</b> 	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>• Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>• Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c) <b>Annual Total Remuneration (on a Cost to Company basis) gross</b> 	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"> <li>1. Basic salary - INR 212000.00</li> <li>2. House Rent Allowance - INR 212000.00</li> <li>3. Provident Fund (employer contribution) - INR 25440.00</li> <li>4. Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>• Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>• Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d) <b>Statutory Bonus</b> 	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e) <b>Gratuity</b> 	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f) <b>Annual Bonus</b> 	<ul style="list-style-type: none"> <li>• Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>• Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g) <b>Annual Vacation</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h) <b>Annual Sick Leave</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.



*M. S. S.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 681,  
 Guntur (Dist.), A.P.



Date: April 12, 2023

**Offer cum Appointment Letter**

Dear Ms. Priyanka Maruti,

Greetings from Pivox Labs!

This letter is to confirm your appointment as a "Junior Software Developer" with Pivox Labs. This position will be based in our Guntur office at Pivox Labs, APCRDA Building, 1<sup>st</sup> Floor, 6/12 Brodipet, Guntur, Andhra Pradesh.

You will be paid a gross salary of Rs.3,00,000/- per year this includes an annual incentive Bonus of Rs. 50,000/- (also called as CTC) and corresponding deductions are applied as per government rules. The other details about your compensation are presented in Annexure - A. You will get a stipend of Rs. 10,000/- during the training and your actual CTC will start after the completion of the training.

You are expected to serve us for a minimum period of Three Years and have to sign a contract for the same at the time of joining.

We expect you to report to work on May 01, 2023.

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure - B. Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as proof of the above, we retain the right to review our offer of employment.

Employment as per this offer is subject to your being medically fit.

We congratulate you on your appointment and wish you a long and successful career with us. We look forward to having you in our team and are excited to jointly explore the opportunities that lie ahead of us.

Yours Sincerely,  
For PIVOXLABS,

*[Signature]*

Pavan Kalava  
Sr. Manager - Human Resources



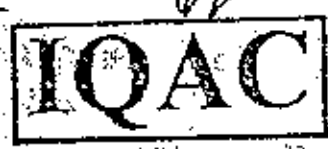
I have read that offer, Understood and accept the above-mentioned terms and conditions.

Signature: *M. Priyanka*

Date: 01 - 05 - 2023

Rep. Office: H. No. 3-28-18/163, Flat 103, Fortune Villa, 5th Lane, Rajendra Nagar, Guntur, Andhra Pradesh - 522006.  
Office Numbers: 0863-2156466 / +91-7893722466 Email id: [info@pivoxlabs.com](mailto:info@pivoxlabs.com)

[www.pivoxlabs.com](http://www.pivoxlabs.com)



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.

19-432



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309462

## FIXED TERM EMPLOYMENT CONTRACT

Dear O. Sai Siva Sathvika,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

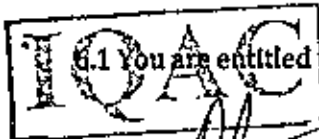
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.



*M. S. S.*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

Address: ECH K' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

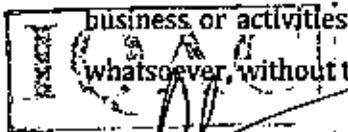
## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.



PRINCIPAL  
NARASARAOPET  
GUNTUR DISTRICT



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE IT SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT, & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

P. Srimanideep  
19471A0439



## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

2 messages

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: srimanideep@gmail.com  
Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 11 Apr, 2023 at 2:58 pm

Classification: Classification Level: C2 (internal)

To  
Sri Manideep,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

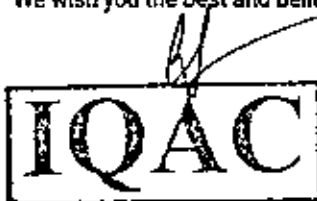
1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!



MR  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B )</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, If any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

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Sri Manideep <srmanideep@gmail.com>

To: Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

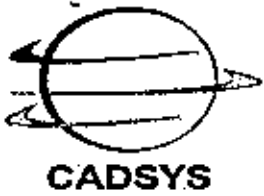
Tue, 11 Apr, 2023 at 8:26 pm

Respected Mam/sir,

I accept the offer with mentioned terms and conditions.  
[Quoted text hidden]



*M. Khyati*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



Name: Gopi Chand  
Roll No: 19471A0641

## CADSYS (INDIA) LTD

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

21<sup>st</sup> April, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/15/03/2023

To  
Mr. Venkata Siva Sai Gopichand Puppala,  
12-18-7/4, Sontivari Street,  
7<sup>th</sup> Ward, Repalle, Guntur District,  
Andhra Pradesh - 522265.

Dear Mr. Venkata Siva Sai Gopichand P,

### Sub: Offer Letter

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as **Jr. Design Engineer** in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family - that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on **03<sup>rd</sup> May 2023 @ 9:45 AM** at the address given above to complete the joining formalities, failing which this offer will be treated as invalid.

The joining formalities includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



Page 1 of 4

*M. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

### Secrecy and Duty:

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute **Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement** which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### Misconduct

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### Termination of employment:

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



*MB*  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an Irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.

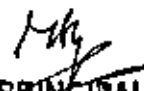
Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

  
Manager - Human Resources



I accept the terms of this letter

  
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Guntur (Dist.), A.P.

**ANNEXURE-A**

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	9000	108000
House Rent Allowance	3600	43200
Professional Development Allowance	900	10800
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1900	22800
<b>Gross Salary (A)</b>	<b>18000</b>	<b>216000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1728	20736
Employee Contribution to ESI*	176	2112
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>15946</b>	<b>191352</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1728	20736
Contribution to ESI*	764	9168
Gratuity	433	5192
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>26425</b>	<b>317096</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



  
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**(AUTONOMOUS)**  
**NARASARAOPETA - 522 601**  
**Guntur (Dist.), A.P.**

19-442



Letter of Intent

November 24, 2022  
Rakesh Anna  
Narasaraopeta Engineering College, Narasaraopet

Dear Sannebolna Venkata Harl,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

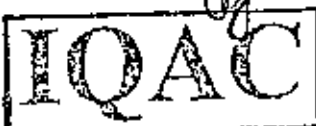
For HEXAWARE TECHNOLOGIES LIMITED

Monica Malhur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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



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Guntur (Dist.), A.P.

19-444

Date: November 16, 2022

Dear Shaik mabu subhani,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

- 1. Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



  
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**COMPENSATION STRUCTURE**

<b>Full Name</b>	Shaik mabu subhani	
<b>Job Title</b>	Trainee Software Engineer	
<b>Cadre</b>	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized )</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	<b>4,75,000</b>
After completion of 2 <sup>nd</sup> year	<b>5,50,000</b>
After completion of 3 <sup>rd</sup> year	<b>6,50,000</b>

The benefits included in the cost to company are:

- **Provident Fund** — You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** — In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** — On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.



## **Documents:**

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>

Username : [vajralagowthami832@gmail.com](mailto:vajralagowthami832@gmail.com)

Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*



19-417  
447

Date: 26/04/2023

Dear Shaik Saidu Babu,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
- i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.
- The terms and conditions of appointment shall be effective from your date of joining.
- 1.2 You will initially report to Kiran Poojari, which can subsequently be changed at the sole discretion of the company.

**2. EMOLUMENTS AND TAXES:**

- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided; however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

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Corporate Identity Number: U64201DL1997PLC091001



*Wg*  
Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



a full time or part time basis, with any other person or entity.

3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:

- i. If you do not join within the stipulated date, unless extended in writing.
- ii. If you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.

3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

4.1 Your initial place of posting shall be at Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.

4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.

4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.

4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company, and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

- i. while employed by the Company and in connection with the business of the Company or a related body

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corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.

- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address(as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.

- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.

- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## **7. LEAVES AND OTHER SERVICE BENEFITS:**

7.1 Your working days shall be six (6) days' a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.

7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.

7.3 You are entitled to the certain benefits over and above your TCC, in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:

- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
- II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
- III. Group Personal Accidental Insurance (GPA) with an insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
- IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time. Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## **8. RETIREMENT:**

8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## **9. CONTINUATION OF EMPLOYMENT:**

9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

A handwritten signature in cursive script that reads "Punita Venna".

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Shaik Saidu Babu-Signature

**ANNEXURE A:**

Name Shaik Saidu Babu  
Job Name Account Manager - SB  
Department: Sales.Emerging Business  
Band SM  
Designation Executive  
D.O.J 09/05/2023

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I. Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II. Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaim Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.		
**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

Shaik Saidu Babu-Signature



**ANNEXURE B:**





Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Shaik,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Shaik Saidu Babu-Signature

Shazlah binti Shafiq  
19471A0448



Dear **Shazlah**,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibits A -- Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



2023-01-CAMP-T3-DVCI-P-Y02702-1

PRINCIPAL  
NARASARABPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARABPET - 522 601.  
Guntur (Dist.) A.P.













Date: November 25, 2022  
 Ms. Shaziah Babu Shaik

### Employment Agreement

We are pleased to confirm your employment with **Amdocs Development Centre India LLP**, ("Amdocs") under the terms and conditions provided herein, effective as of **July-2023** ("Start Date").

#### 1. Employment Terms; Compensation; Benefits

(a)  <b>Position</b>	Software Engineering Associate
(b)  <b>Location</b>	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  <b>Annual Total Remuneration (on a Cost to Company basis) gross</b>	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  <b>Statutory Bonus</b>	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  <b>Gratuity</b>	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  <b>Annual Bonus</b>	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus [if any] shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  <b>Annual Vacation</b>	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)  <b>Annual Sick Leave</b>	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

2023-01-CAMP-T3-DVCI-P-Y02702-2



*[Signature]*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.



19421A0450



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309450

## FIXED TERM EMPLOYMENT CONTRACT

Dear S. Amarnadh Reddy,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

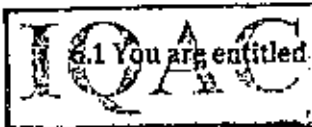
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.


### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

*M. Jayaram*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**TRIA**

Address: Bell X-roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.


## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
Signature of the Employee, 01  
Guntur (Dist.), A.P.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

19471A0451  
Gowri Sankar Srinivas



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Gowri Sankar Srinivas

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



PRINCIPAL

NABASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NABASARAOPET - 522 601,  
Guntur (Dist.), A.P.

S. Madhu Ramya Sai  
19471A052



Letter of Intent

November 24, 2022  
Somisetty Madhu Ramya Sai  
Narasaraopeta Engineering College, Narasaraopet

Dear Somisetty Madhu Ramya Sai,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC

*S. Madhu Ramya Sai*



HEXAWARE TECHNOLOGIES LTD.

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

*MRS*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





Sri Lakshmi Tulasi Sunkara  
19471A0453

Dear Sri Lakshmi Tulasi Sunkara,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



2023-01-CAMP-T3-DVCI-P-Y02700-1

PRINCIPAL  
NABASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NABASARAOPET - 522 601.  
Guntur (Dist.), A.P.





Date: November 25, 2022  
 Ms. Sri Lakshmi Tulasi Sunkara

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023("Start Date").

1. Employment Terms; Compensation; Benefits	
(a)  Position	Software Engineering Associate
(b)  Location	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)  Annual Total Remuneration (on a Cost to Company basis) gross	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: 1. Basic salary - INR 212000.00 2. House Rent Allowance - INR 212000.00 3. Provident Fund (employer contribution) - INR 25440.00 4. Leave Travel Allowance - INR 80560.00  <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)  Statutory Bonus	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)  Gratuity	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)  Annual Bonus	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)  Annual Vacation	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)  Annual Sick Leave	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4439

Date: -14 Feb 2023

Dear Taniparthi Hari Chandana,

**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 on **1 August 2023**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: 2023.02.14

**Manish Modi**  
Manager Recruitment

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), Andhra Pradesh

19 456



Letter of Intent

November 24, 2022  
Rakesh Anna  
Narasaraopeta Engineering College, Narasaraopet

Dear Tulava Gopi,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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



*Mig*  
Narasaraopeta Engineering College  
Narasaraopeta - 522 601  
Guntur (Dist), A.P.



Letter of Intent

V. Deepthi  
19471A0458  
ECE - A

November 24, 2022  
Vangavolu Deepthi  
Narasaraopeta Engineering College, Narasaraopet

Dear Vangavolu Deepthi,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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

Principal

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A0459  
Harini Reddy Vastha



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear V.Harini Reddy

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9783636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



*M/S*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4442

Date: -14 Feb 2023

Dear Yamparala Gopi,

**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.

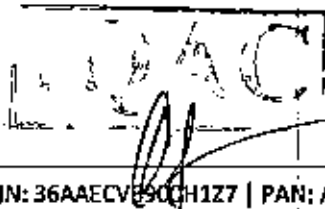
The training will commence on **1 August 2023** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

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



*MV*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 001  
Guntur (Dist.), A.P.

19421A0462



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744454/Hyderabad**  
**Date: 24/11/2022**

Mr. Annapureddy parameswara reddy  
6-31  
Racherla  
Prakasam- 523368,  
Andhra Pradesh,  
Tel# -

Dear Annapureddy.parameswara reddy

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee In Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



TCSL/DT20229744454

**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

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





**GROSS SALARY SHEET**

**Annexure 1**

Name	Mr. Annapureddy parameswara reddy
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



TCS Confidential

TCSLIDT20229744454

**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

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



X: Hitesh . Lakshman Kumar, 19471A0464

khaleel sd <smsxeroxpoint@gmail.com>

## Fwd: Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

464\_Hittu aravapalli <hittu2001@gmail.com>  
To: smsxeroxpoint@gmail.com

Thu, Apr 13, 2023 at 10:38 AM

----- Forwarded message -----

From: Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
Date: Tue, Apr 11, 2023, 3:07 PM  
Subject: Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd  
To: <hittu2001@gmail.com>  
Cc: N1 , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

**Classification: Classification Level: C2 (internal)**

To  
Hitesh Lakshman Kumar,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. *Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions'*
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

Documentary evidence of date of birth mandatory - PAN Card and Aadhar Card. In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.

Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)

Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and offer and the same shall be subject to verification as may be required by the Company from time to time. **By accepting this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would otherwise place limitations on your ability to join us from your designated start date.**

NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.  
13-Apr-23, 10:39 AM

\* - > We wish you the best and believe that you will have a fruitful and successful career with us!

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.


  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.

19471A0465

A. Ramasai



## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

13 messages

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
 To: rockinghamesai143@gmail.com  
 Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 11 Apr, 2023 at 3:03 pm

Classification: Classification Level: C2 (internal)

To  
 Ramasai A,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of **Rs. 4,50,000** along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention if accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (in case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us).
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

### Annexure : Compensation Details

	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	



PRINCIPAL  
 NARASARAOPEJA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPEJA - 522 601,  
 Guntur (Dist.), A.P.

<b>Retrairs ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>397,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.

Ramasai .A <rockingramasai143@gmail.com>  
To: Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, 11 Apr, 2023 at 3:07 pm

Thank you for the offer ❤️  
[Quoted text hidden]

Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: Ramasai .A <rockingramasai143@gmail.com>, NT , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 11 Apr, 2023 at 3:16 pm

Classification: Classification Level: C2 (Internal)

++ See

On Tue, Apr 11, 2023 at 3:08 PM Ramasai .A <rockingramasai143@gmail.com> wrote:

External Email: This email is originated from outside of Vodafone Idea Limited. Verify the authenticity of the sender and the content unless you recognize the sender and know that the content is safe.

[Quoted text hidden]  
[Quoted text hidden]

Ramasai .A <rockingramasai143@gmail.com>  
To: Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, 11 Apr, 2023 at 9:14 pm



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



B. Ramya  
19471A0466 - ECE-B.

Offer: Computer Consultancy  
Ref: TCSL/DT20223020734/Hyderabad  
Date: 24/11/2022

Ms. Ramya Baddepogu<sup>i</sup>  
1-162 Srinagar, Church Street, Dachepalli Mandal, Guntur,  
Church,  
Dachepalli-522414,  
Andhra Pradesh.  
Tel# 91-99497974351

Dear Ramya Baddepogu,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of Assistant System Engineer-Trainee in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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TCSL/DT20223020734

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

*M. R.*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**IQAC**



GROSS SALARY SHEET

Annexure 1

Name	Ramya Baddepogu
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2. TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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TCSL/DT20223020734

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

M/14  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**IQAC**

19-467



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309463

## FIXED TERM EMPLOYMENT CONTRACT

Dear B. Swarup Kumar,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

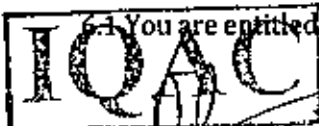
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.



*M. K. P.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Address: Edul 'X' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)





# SURYA TECH SOLUTIONS

TRAINING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001.  
Guntur (Dist.), A.P.

IOA



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE GOVERNMENT

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.


## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

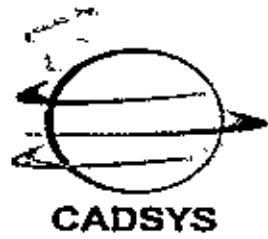
Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Name: Anusha Beeram

Roll No: 19471A0468

**CADSYS (INDIA) LTD**

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

21<sup>st</sup> April, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/16/03/2023

To  
Ms. Anusha Beeram,  
1-45, Suthanpuram,  
Prakasam District,  
Andhra Pradesh - 523230.

Dear Ms. Anusha B,

**Sub: Offer Letter**

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as Jr. Design Engineer in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family - that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on 03<sup>rd</sup> May 2023 @ 9:45 AM at the address given above to complete the joining formalities, failing which this offer will be treated as invalid.

The joining formalities includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



Page 1 of 4



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

### **Secrecy and Duty:**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute **Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement** which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### **Misconduct**

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### **Termination of employment:**

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



*M. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in International market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the Intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.

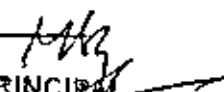
Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

  
Manager - Human Resources



I accept the terms of this letter

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



**ANNEXURE-A**

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	9000	108000
House Rent Allowance	3600	43200
Professional Development Allowance	900	10800
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1900	22800
<b>Gross Salary (A)</b>	<b>18000</b>	<b>216000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1728	20736
Employee Contribution to ESI*	176	2112
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>15946</b>	<b>191352</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1728	20736
Contribution to ESI*	764	9168
Gratuity	433	5192
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>26425</b>	<b>317096</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471 A0 469

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no, 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 F, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | Info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4443

Date: -14 Feb 2023

Dear Bejjanki Hari Prasad,

**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 on **1 August 2023** 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: 2023.02.14

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



*Manish Modi*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 631  
Guntur (Dist), A.P.

19-172

Date: November 16, 2022

Dear Dara vishnuvardhan,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note: - Any changes in date of joining will be informed a month in advance.**

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum.**

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

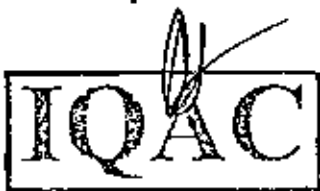
**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



M. K. S.  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
(Guntur (Dist.), A.P.)



**COMPENSATION STRUCTURE**

Full Name	Dara vishnuvardhan	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized )</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	<b>4,75,000</b>
After completion of 2 <sup>nd</sup> year	<b>5,50,000</b>
After completion of 3 <sup>rd</sup> year	<b>6,50,000</b>

The benefits included in the cost to company are:

- **Provident Fund** — You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** — In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** — On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.

**Documents:**

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>  
Username : [vajralagowthami832@gmail.com](mailto:vajralagowthami832@gmail.com)  
Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*

19471A0474  
Harika Gade

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4437

Date: -14 Feb 2023

Dear Harika Gade,

**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 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 on 1 August 2023. 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: 2023.02.14

Manish Modi  
Manager Recruitment



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19481A0475

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
I-UDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4444

Date: -14 Feb 2023

Dear Gattupalli Sai Sasank,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Handwritten Signature*  
PRINC  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 512 001  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO MULTINATIONALS

Date: 12-04-2023

EMP Id: 202309464

## FIXED TERM EMPLOYMENT CONTRACT

Dear G.Revanth Kumar,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

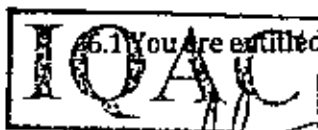
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.


### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 521 101  
Guntur (Dist.), A.P.

Address: Ee'n'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

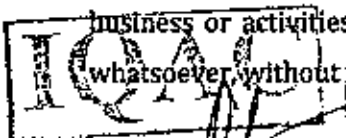
## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.



Principal  
NARASARAOPET ENGINEERING COLLEGE  
(A.P.)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Address: ECH & roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. Acceptance of our offer

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

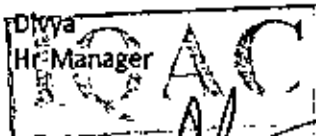
We welcome you, and look forward to receiving your acceptance and to working with you.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



*M. S. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING CO  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.  
Signature of the Employee

Address: Ecil & roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

19471A0479.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 F, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4445

Date: -14 Feb 2023

Dear Guttikonda Tanuja,

**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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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 on **1 August 2023** 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: 2023.02.14

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



Principal

**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 601,**  
**Guntur (Dist.), A.P.**



19471A0480  
Sal Pooja Jagarlamudi

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4438

Date: -14 Feb 2023

Dear Sal Pooja Jagarlamudi,

**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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The training will commence on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



**Principal**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



19471A0H82  
VECC-B  
KARNATI MANI GOPINADH

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229865035/Hyderabad**  
**Date: 24/11/2022**

Mr. Karnati Mani Gopi Nadh  
8-176 Suravarapu Palli Village,  
Ananthavaram,  
Chilakaluri Pet-523301,  
Andhra Pradesh.  
Tel# 91-9515704026

Dear Karnati Mani Gopi Nadh,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20229865035

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 66 67 2222 Website: www.tcs.com  
Registered Office: Nirma Building, 5th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 80 1 204 3111 Email: careers@tcs.com

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
**NARASARAOPETA - 522 601**  
Guntur (Dist.), A.P.

PRINCIPAL

Guntur (Dist.), A.P.



**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter

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

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TCSL/DT20229865035



**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited  
Desconpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
(Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com)  
Registered Office: Nirmaal Building, 6th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 309 3111 Email: careers@tcs.com

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Karnati Mani Gopi Nadh
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components In INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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14

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com (AUTONOMOUS)  
Registered Office: Nirmal Building, 9th Floor, Narayan Puri, Mumbai - 400 071  
TCS Careers Service Line: 800 299 311 | Email: careers@tcs.com  
NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA - 522 681,  
Guntur (Dist.), A.P.



1947100483



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744454/Hyderabad**  
**Date: 24/11/2022**

Mr. Katuri Kishore  
7-9-6  
Ponnuru  
Guntur-522124,  
Andhra Pradesh,  
Tel# -

Dear Katuri Kishore

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

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**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

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

TCS Confidential - 1000 200 2115 Email: [recruitment@tcs.com](mailto:recruitment@tcs.com)

Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.) A.P.



**GROSS SALARY SHEET**

Annexure 1

Name	Mr. Katuri Kishore
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
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Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
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Xplore/ Learning Incentive****		Upto 60,000

# 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.

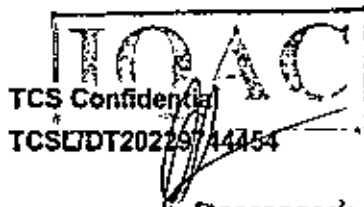
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\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



**TATA CONSULTANCY SERVICES**  
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Registered Office Niramal Building, 9th Floor, Nariman Point, Mumbai 400 021

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 514 501  
Guntur (Dist.), A.P.

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India,  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2175345 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear Sir,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of 3 (Three) months from the date of joining.
- δ You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.

  
**IQAC**



**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
[www.techmahindra.com](http://www.techmahindra.com)  
CIN L64200MH1986PLC041370

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [CampusJoining@techmahindra.com](mailto:CampusJoining@techmahindra.com)

This Letter of Intent shall cease to be valid on 30-Jun-2023 or issue of Offer of Appointment, whichever is earlier.

We look forward to you having a rewarding career with us.

Yours sincerely,  
For Tech Mahindra Limited,

*R. Krishna*  
Krishna Ramaswamy

Head - Resource Management Group

  
**IQAC**

PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAPETA - 522 601,  
Guntur (Dist.), A.P.



**Annexure - A**

**Learning and Certification**

Selects to learn the below UdemY courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	UdemY Course Name	Course Duration (In Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
<b>Flexible Components of TFP ^</b>	<b>28428</b>
<b>Total Fixed Pay (Per Annum)</b>	<b>280985</b>
<b>Total Variable Pay (TVP) (Per Annum) (*)</b>	<b>31221</b>
<b>Total.....(A)</b>	<b>312206</b>
<b>Additional Benefits....(B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAL)	7387
<b>Total Cost to Company (Per Annum) ——(A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -	
i) Gratuity : As per Payment of Gratuity Act	
ii) Insurance	
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
c) Group Personal Accident Insurance (GPAL) coverage: You would be enrolled under the Company's GPAL scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event or an accident.	

**IQAC**



# SURYA TECH SOLUTIONS

LEADING VENDOR TO ITA ECOSYSTEMS

Date: 12-04-2023

EMP Id: 202309465

## FIXED TERM EMPLOYMENT CONTRACT

Dear M. Srinadh,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

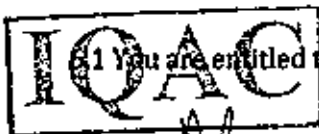
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.



*MSP*  
NARASIMHA RAO  
NARASIMHA RAO  
Guntur (Dist)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO EFFECTIVE SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

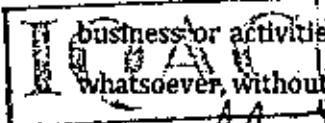
## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.



*[Signature]*  
NARASARAOPET  
(AUTONOMOUS)  
NARASARAOPET - 517 001  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. Acceptance of our offer

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

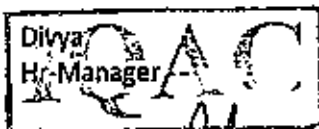
We welcome you, and look forward to receiving your acceptance and to working with you.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



*M*  
PRINCIPAL  
NARASARAOPETA ENGINEERING  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.  
Signature of the Employee

Address: Ee/x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Date: 26/04/2023

Dear Munna Narendra,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
  - i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.

- 1.2 You will initially report to Kiran Poojarl, which can subsequently be changed at the sole discretion of the company.


**2. EMOLUMENTS AND TAXES:**

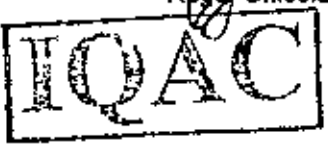
- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India  
 Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com  
 Corporate Identity Number: U64201DL1997PLC091001

  
 BRUNAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.





a full time or part time basis, with any other person or entity.

3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:

- i. if you do not join within the stipulated date, unless extended in writing.
- ii. if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.

3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

4.1 Your initial place of posting shall be at Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.

4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.

4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.

4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

- i. while employed by the Company and in connection with the business of the Company or a related body

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India

Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U54201DL1997PLC091001



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

- \* For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.

5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.

6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.

6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U64201DL1997PLC091001





and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## **7. LEAVES AND OTHER SERVICE BENEFITS:**

7.1 Your working days shall be six (6) days' a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.

7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.

7.3 You are entitled to the certain benefits over and above your TCC, in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:

- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
- II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
- III. Group Personal Accidental Insurance (GPA) with an insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
- IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time, Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## **8. RETIREMENT:**

8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## **9. CONTINUATION OF EMPLOYMENT:**

9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

A handwritten signature in cursive script that reads "Munna Narendra".

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Munna Narendra-Signature

**ANNEXURE A:**

Name: Munna Narendra  
Job Name: Account Manager - SB  
Department: Sales.Emerging Business  
Band: SM  
Designation: Executive  
D.O.J: 09/05/2023

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I.Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II.Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclin Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.		
**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

Munna Narendra-Signature



**ANNEXURE B:**



Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Munna,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Munna Narendra-Signature

19-493



Letter of Intent

November 24, 2022  
Rakesh Anna  
Narasaraopeta Engineering College, Narasaraopeta

Dear Nallagorla Gopi,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC

HEXAWARE TECHNOLOGIES LTD.

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



*Mg*  
PRINCIPAL  
NADASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19-495

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0065 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4447

Date: -14 Feb 2023

Dear Nimmakayala Naveen,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Date: November 16, 2022

19-498

Dear Pothabathini naga sarath kumar,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

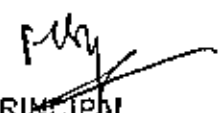
**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



  
PRINCIPAL  
NABASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NABASARAOPETA - 522 601



**COMPENSATION STRUCTURE**

Full Name	Pothabathini naga sarath kumar	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized )</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	<b>4,75,000</b>
After completion of 2 <sup>nd</sup> year	<b>5,50,000</b>
After completion of 3 <sup>rd</sup> year	<b>6,50,000</b>

The benefits included in the cost to company are:

- **Provident Fund** — You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** — In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** — On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.

**Documents:**

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>

Username : vajralagowthami832@gmail.com

Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*

P. Veneela

19471A0499-ELEB



Letter of Intent

November 24, 2022  
Veneela Potla  
Narasaraopeta Engineering College, Narasaraopet

Dear Veneela Potla,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC

HEXAWARE TECHNOLOGIES LTD.

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



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Raja Rajyalakshmi Akshaya  
19431A04A0

Dear Raja Rajyalakshmi Akshaya,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

- We are hopeful you will find your time with us to be challenging and fulfilling!
- Please feel free to reach out to us with any questions.

## WHAT DOES THIS KIT INCLUDE?

- In the following you will find an overview of your employment terms:
  - Employment Terms; Compensation; Benefits
  - Working Hours
  - Employee Undertakings
  - End of Employment
  - Miscellaneous and Additional Conditions
  - Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

IQAC

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.













Date: May 26, 2023  
Ms. Raja Rajyalakshmi Akshaya  
Andhra Pradesh



### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of June 15, 2023 ("Start Date").

#### 1. Employment Terms, Compensation, Benefits

(a)	<b>Position</b> 	<b>Functional Test Engineer</b>
(b)	<b>Location</b> 	Amdocs offices in Pune, India. <ul style="list-style-type: none"><li>Domestic and International travel may be required, in accordance with Amdocs' business needs.</li><li>Work location may be changed to facilitate Amdocs' business needs.</li></ul>
(c)	<b>Annual Total Remuneration (on a Cost to Company basis) gross</b> 	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"><li>Basic salary - INR 212000.00</li><li>House Rent Allowance - INR 212000.00</li><li>Provident Fund (employer contribution) - INR 25440.00</li><li>Leave Travel Allowance - INR 80560.00</li></ol> <ul style="list-style-type: none"><li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li><li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li></ul>
(d)	<b>Statutory Bonus</b> 	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)	<b>Gratuity</b> 	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)	<b>Annual Bonus</b> 	<ul style="list-style-type: none"><li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li><li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li></ul>
(g)	<b>Annual Vacation</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)	<b>Annual Sick Leave</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

**IOAC**  
2023-S-CAMP-T3-DVCLP-01563-2

  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 681  
Guntur (Dist.), A.P. 

19421A04A1  
Sampada Rajarapu

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/11, V3 Tech Enclave, Sector 3,  
HITEC Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 025 0066 | Info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4440

Date: -14 Feb 2023

Dear Sampada Rajarapu,

**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 on **1 August 2023** 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: 2023.02.14

  
**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

19-4A5



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309466

## FIXED TERM EMPLOYMENT CONTRACT

Dear SK.Amanulla,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.


### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.



  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Address: Ecil Roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO IET SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

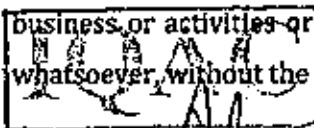
10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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 whatsoever, without the prior permission of the Company.



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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 12. 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 Record.

### 13. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,




*M/S*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.  
 Signature of the Employee

AMR Tech Park 3, Ground  
Floor, Tower B, Hongasandra  
Village, Bommanahalli,  
Hosur Road, Bengaluru-560068  
(M)+91 7022374614  
[www.intellipaat.com](http://www.intellipaat.com)

FORM 'A'

Date: April 18<sup>th</sup> 2023

To,  
Inamul Hussien Shaik  
Bangalore


 Dear Inamul Hussien Shaik

We are pleased to forward to you, your Offer Letter, enclosed hereby and would like to formally welcome you to the growing family of IntelliPaat Software Solutions Private Limited.

We are sure that you have had sufficient opportunity to understand in detail your job role, the organization, etc. We would be glad to provide further clarification if you need any.

You are required to report for duty at our Bangalore office. The address and the contact number are as follows:

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka Mobile:  
+91 7022374614

 We are in the process of building an organization, where professionals would find full satisfaction in their challenging job roles and an interesting working environment. In this regard, we welcome your contributions too.

Kindly return the duplicate copy of the appointment letter, duly signed, as a token of your acceptance of the same. We look forward to a mutually beneficial and long-lasting relationship with you.

Yours truly,  
IntelliPaat Software Solutions Private Limited



Dewaker Singh Bisht  
Director - Human Resources



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Date: April 18<sup>th</sup>, 2023

To,

Inamul Hussien Shaik  
Bangalore

Dear Inamul Hussien Shaik

Subject: Offer Letter

As per the discussion we had during your interview and based on your performance in the same, you have been shortlisted, and we are pleased to appoint you at IntelliPaat Software Solutions Pvt. Ltd., on the following terms and conditions:

1) Designation:

Your designation will be 'Business Development Trainee'


2) Compensation & Benefits:

- The Compensation & Benefits applicable to you is personal and should be treated with utmost confidence. This is not to be discussed or divulged to anybody else other than for statutory purposes.
- Your Annual Compensation will be Rs 7,25,000/- ( Rupees Seven Lakhs and Twenty five Thousand only) per annum. (The employee is eligible for Rs.1, 00,000/- of insurance after 3 months of joining).
- Your compensation will be reviewed after the completion of 12 months from the date of your joining.
- Your salary and its components, incentives, performance bonus, sign-on bonus, monetary or non-monetary benefits, and/or any other statutory benefits and deductions will be governed by the company's policies/procedures, taxation policies, and statutory guidelines that are applicable from time to time.

3) Effective Date of Joining:

- You are requested to report for duty on May 2<sup>nd</sup>, 2023. Your appointment will come into effect from your date of joining.



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

4) **Notice Period:**

Subject to any other agreement between you and the company:

- a) The probation period is of 4 months.
- b) Your employment is terminable by Intellipaate without giving notice in writing in the probation period.
- c) You need to serve 2 months of notice period without fail, or else the management of Intellipaate can hold your salary/experience letter/relieving letter after joining
- d) The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on gross salary.
- e) In the event of any breach of the terms and conditions stated in the Services Conditions and/or Non- Disclosure Agreement or any act amounting to misconduct, your services will be liable to be terminated without any notice or payment in lieu.

5) **Service Conditions and Non-Disclosure Agreement:**

- a) Your services will be governed by additional terms and conditions as explained in the Service Conditions and Nondisclosure Agreement.
- b) These terms and conditions, in the Service Conditions and Non-Disclosure Agreement, are subject to statutory requirements and the company policy.

**Note:**

- Number of working days is 6 days in a week.
- Minimum working duration must be 9 hours including one-hour lunch/dinner break.
- Your incentives will be calculated on a Monthly basis.
- On achievement of the incentives, it will be disbursed only on the following month.
- Your first month's (30Days) salary will be dispersed along with your 4th month's salary.

Yours truly,  
Intellipaate Software Solutions Private Limited



**Dewaker Singh Bisht**  
Director- Human Resources

I, agree to accept the terms and conditions mentioned above and also those in the Service Conditions, and Non-Disclosure Agreement documents enclosed with this letter.

Name: \_\_\_\_\_

Place: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Principal  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

# IntelliPaat

## Software Solutions Pvt. Ltd.

Annexure 1  
Name : Inamul Hussien Shaik

Particulars	First Six Months	After Six Months	Annual Salary
Basic Salary	16,650	15,402	1,84,824
HRA	4,440	6,040	72,480
Special allowance	910	8,558	1,02,696
<b>Total Net Salary (A)</b>	<b>22,000</b>	<b>30,000</b>	<b>3,60,000</b>
Professional Tax	200	200	2,400
<b>Total Gross Salary (B)</b>	<b>22,200</b>	<b>30,200</b>	<b>3,62,400</b>
<b>Fixed Cost to Company</b>	<b>22,200</b>	<b>30,200</b>	<b>3,62,400</b>
Performance Based Incentives	15,000	30,217	3,62,600
<b>Total (Fixed CTC + Variables)</b>	<b>37,200</b>	<b>60,417</b>	<b>7,25,000</b>

### Documents required during Joining.

1. **ID Proof:** Copy of Aadhar card/Passport/Pan card/Voter ID card/Other Government Photo ID card.
2. **Address Proof:** Copy of driving license/Passport/Voters ID/Lease Agreement/Ration Card
3. **Employment Verification Documents**
  - a) Copy of current employer's Appointment/Confirmation/Appraisal Letter.
  - b) Copy of current employer's Relieving and Work Experience Letter.
  - c) Copy of last 3 months' Salary Slip / Certificate.

#### 4. Other Documents:

- a) Passport Size Photographs (3).
- b) Copy of PAN Card.
- c) Copies of all Academic & Training Certificates.

Kindly carry your Signed Offer letter along with a passport size photograph pasted on the offer letter on the day of joining.

Yours truly,  
For IntelliPaat Software Solutions Private Limited



Dewaker Singh Bisht  
Director - Human Resources



*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19471A04A8

Musarath Farhana Shaik

# savantis

Savantis Solutions India Pvt Ltd  
2<sup>nd</sup> Floor, Plot no. 7/3/11, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | Info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4442

Date: -14 Feb 2023

Dear Musarath Farhana Shaik,

**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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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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



19/11/2022  
Offer: Computer Consultancy  
Ref: TCSL/DT20229744455/Hyderabad  
Date: 24/11/2022

Mr. Shaik sameer basha  
6/51/60feet road  
Guntur -522004  
Andhra Pradesh.  
Tel# -

Dear Shaik sameer basha

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



~~TCS Confidential~~  
TCSL/DT20229744455

**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

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

Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 004  
Guntur (Dist) A.P.



**GROSS SALARY SHEET**

**Annexure 1**

<b>Name</b>	<b>Mr. Shaik sameer basha</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Narasaraopeta Engineering College</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	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
<b>Xplore/Learning Incentive***</b>		<b>Upto 60,000</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.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay Is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive Is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



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

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 514 601  
Guntur (Dist.), A.P.



SK. Tanveer Suheera

19471A04B0

4/13/23, 7:58 PM

Gmail - Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd



4B0\_Tanveer Suheera <tanveersuheera1@gmail.com>

## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: tanveersuheera1@gmail.com  
Cc: "N1, Sreenivasulu (COR), Vodafone Idea (External)" <sreenivasulu.n1@vodafoneidea.com>

Tue, Apr 11, 2023 at 12:34 PM

**Classification:** Classification Level: C2 (internal)

To  
Tanveer Suheera Shaik,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as **Graduate Engineering Trainee** in the **Technology-SNOC** function. Your place of posting will be **Hyderabad**.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

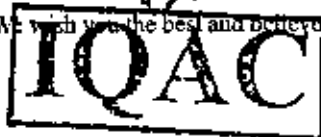
1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund (@ 12% of Basic	1,800	21,600	
Gratuity (@ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged Information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.



*MJ*  
 PRINCIPAL  
 NARASAROPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASAROPETA - 522 601,  
 Guntur (Dist.), A.P.



Date: 26/04/2023

Dear Thota Sai Teja,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

### 1. APPOINTMENT AND REPORTING:

1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:

- i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
- ii. If any documents furnished by you for this employment is found false/fabricated.
- iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.

1.2 You will initially report to Kiran Poojari, which can subsequently be changed at the sole discretion of the company.

### 2. EMOLUMENTS AND TAXES:

2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.

2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.

2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

### 3. TERMINATION:

3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment for any other engagement (including as a consultant or advisor), whether on

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India

Tel: +91 11 4666 6100 Fax: +91 11 4166 6137 E-mail: 121@in.airtel.com

Corporate Identity Number: U64201DL1997PLC091001

(AUTONOMOUS)  
NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



a full time or part time basis, with any other person or entity.

3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:

- i. if you do not join within the stipulated date, unless extended in writing.
- ii. if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.

3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

4.1 Your initial place of posting shall be at Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.

4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/ or from one department to another or from one establishment to another and/ or to any other concern including to any of Company's affiliates, associates, group companies and/ or entities in which the Company may be having any interest whether existing or which may be set up in future.

4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.

4.4 As per the exigency of business, you may be required to carry out additional work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

- i. while employed by the Company and in connection with the business of the Company or a related body

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Tel: +91 11 4666 6100 Fax: +91 11 4166 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U64201DL1997PLC091001



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.
- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.
- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.
- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.
- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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Corporate Identity Number: U64201DL1997PLC091001



and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

#### **7. LEAVES AND OTHER SERVICE BENEFITS:**

- 7.1 Your working days shall be six (6) days a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.
- 7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.
- 7.3 You are entitled to the certain benefits over and above your TCC. In accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:
- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
  - II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
  - III. Group Personal Accidental Insurance (GPA) with an Insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
  - IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time, Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

#### **8. RETIREMENT:**

- 8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

#### **9. CONTINUATION OF EMPLOYMENT:**

- 9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U54201DL1997PLC091001



take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

A handwritten signature in cursive script that reads "Pranita Vunna".

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Thota Sai Teja-Signature

**ANNEXURE A:**

Name Thota Sai Teja  
Job Name Account Manager - SB  
Department: Sales.Emerging Business  
Band SM  
Designation Executive  
D.O.J 09/05/2023

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I. Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,708
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,508</b>
<b>II. Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaime Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
<b>*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.</b>		
<b>**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.</b>		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

Thota Sai Teja-Signature

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India

Tel: +91 11 4666 6100 Fax: +91 114186 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U64201DL1997PLC091001





**ANNEXURE B:**



Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Thota,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Thota Sai Teja-Signature

19-435

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear VEJENDLA MAHESH,  
2-12/A, TSUNDUR, TSUNDUR, GUNTUR,  
Andhra Pradesh, India, 522318  
Document ID - 2e829f7d-3fef-4900-be41-6454ec07da5b

Dear VEJENDLA MAHESH,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
T: +91 120 6120 25000 F: +91 120 4660330

Corporate Identity Number: L74140DL1991PLC048369  
Registered Office:  
808 Siddharth, 94, Nehru Place, New Delhi - 110009, India

  
**HCL**

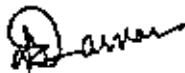


Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:



19471A0486  
V. Hemanth

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229585953/Hyderabad**  
**Date: 24/11/2022**

Mr. Vemuluri Hemanth  
1-2-19/17 Mitta Bazar 4th Line,  
Barampet,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel# -

Dear Vemuluri Hemanth,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20229585953

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Directorpark, No 7 Software Units Layout, Madhapur, Hyderabad 500 084

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





GROSS SALARY SHEET

Annexure 1

Name	Vemuluri Hemanth
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



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NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

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TCSL/DT20229585953

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 7 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

19-487

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 F, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | Info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4448

Date: - 14 Feb 2023

Dear Venkata Sandhya Syamala,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist.), A.P.

19-408

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4449

Date: -14 Feb 2023

Dear Vuyyuru Revanth,

**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.
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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 **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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment

IOAC

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001  
Guntur (Dist.), A.P.



1A-400

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear JAYASRI YARRAMREDDY,  
1-1-1, REDDY NAGER 3 LINE, NARASARAOPET, NARASARAOPET, GUNTUR  
Andhra Pradesh, India, 522601  
Document ID - 2e829f7d-1fef-4900-be41-6455ec07da5b

Dear JAYASRI YARRAMREDDY

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee In band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

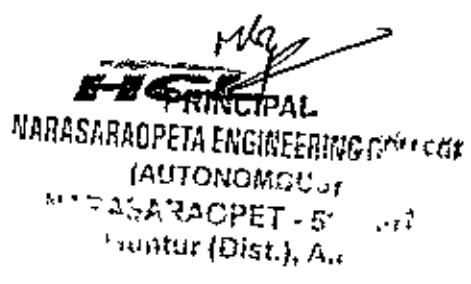
Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, Noida - 201304, UP, India  
Tel: 0120 820 25000 | Fax: 0120 4680030

Corporate Identity Number: L7440013991PL0046369  
Registered Office:  
206 Siddhartha, 28, Nehru Place, New Delhi - 110003, India

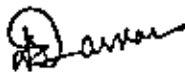


Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

19-402



hcltech.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Aduri Amulya,  
12-21, VIDYA NAGAR, GUNTUR  
Andhra Pradesh, India, 522001  
Document ID - 2e829f7d-1fef-4900-be41-6461ec07da5b

Dear Aduri Amulya,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least - keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
t: +91 0120 820 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1991PLC046269  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110009, India

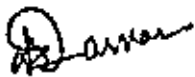
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

19-403



Letter of Intent

November 24, 2022

Ambati Subrahmanyam

Narasaraopeta Engineering College, Narasaraopet

Dear Ambati Subrahmanyam,

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

During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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



*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 523 601,  
Guntur (Dist.), A.P.

19471A04C4  
Rakesh Anna



Mu Sigma

Date: June 06, 2023

Rakesh Anna  
Candidate ID: C2023363  
Narasaraopeta College

Dear Rakesh,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

**At Mu Sigma, you will be challenged and you will challenge every day** -- you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.

## Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas - ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA - INDIA - 560066  
Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com  
CIN: U74140KA2005PTC036309



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Mu Sigma

Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Dec 2024	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000


**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560068

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [Info@mu-sigma.com](mailto:Info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A04CS



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309451

## FIXED TERM EMPLOYMENT CONTRACT

Dear A. Krishna Balaji,

We are pleased to offer you, the position of Trainee Engineer with **SURYA TECH SOLUTIONS** on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a **TRAINEE ENGINEER**, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



Address: ECH X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 515 001  
Guntur (Dist), A.P.

Address: Ecil x roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESİ FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

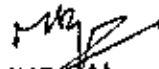
Yours Sincerely,



Divya

HR Manager



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.) A.P.  
Signature of the Employee

Address: Ecil X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

2 messages

Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
 To: Chiranjeevi Balusupati <balusupati.chiranjeevi@gmail.com>  
 Cc: N35 , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n35@vodafoneidea.com>

Thu, 22 Jun 2023 at 2:52 pm

Classification: Classification Level: C2 – Vodafone Idea Internal

**(Kindly Reply to all to accept this offer and mention I accept the offer with mentioned terms and conditions)**

To,

Chiranjeevi Balusupati,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

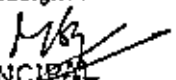
This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us.
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 31<sup>st</sup> May 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

We wish you the best and believe that you will have a fruitful and successful career with us!

<b>Annexure : Compensation Details</b>			
	<b>Rupees per Month</b>	<b>Rupees per Annum</b>	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, Inclusive of statutory bonus, If any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741



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---

Chiranjeevi Balusupati <balusupatichiranjeevi@gmail.com>

Thu, 22 Jun 2023 at 3:45 pm

To: Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Cc: N35, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n35@vodafoneidea.com>

Respected Sir/Madam,

It's a great pleasure to hear from you about this Offer Letter as a part of Graduate Engineering Trainee. 'I accept the offer with mentioned terms and conditions'.

Thank you.

[Quoted text hidden]

19471A04C8



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744457/Hyderabad**  
**Date: 24/11/2022**

Ms. Bandi priyanka  
4-164 Vijaya nagar  
Marturu  
Prakasam-523301  
Andhra Pradesh.  
Tel# -

Dear Bandi priyanka

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501,  
Guntur (Dist.), A.P.

**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

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

TCS Group Company: 1000 200 2345 Email: [hr@tcs.com](mailto:hr@tcs.com)



**GROSS SALARY SHEET**

Annexure 1

Name	Ms. Bandi priyanka
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,846	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



TCS Confidential  
TCSLDT20229744457

**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

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 5214601  
Guntur (Dist.), A.P.

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Bodduluri Yoga Alekhya,  
 1-12, THIMMAYAPALEM, PALANADU  
 Andhra Pradesh, India, 522647  
 Document ID - 2e829f7d-1fef-4900-be41-6462ec07da5b

Dear Bodduluri Yoga Alekhya,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:

HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 3A, Sector 12B, NOIDA- 201304, UP, India  
 E: S10120 5120 25000 R: S1 120 4680330



Corporate Identity Number: L74400U99/PLC046369  
 Registered Office:  
 808 Sakdharsh, B6, Nehru Place, New Delhi - 110009, India

Principal  
 NARASARAOPET ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 GURURAJAN

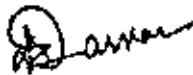


Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining falling which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

19-400



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

Date: 12-04-2023

EMP Id: 202309461

## FIXED TERM EMPLOYMENT CONTRACT

Dear B.Venakata Naga Gopi,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays



You are entitled to Sick Leave working days of paid sick leave.

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NARASARAO PETA - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

**WAC**

PRINCIPAL

(AUTONOMOUS)

NARASARAOPET - 522 601

Coimbatore (Dist.), A.P.

Address: Bell 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



*M. K. P.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Signature of the Employee

Address: Eeif X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



BUSA - GINANESWAR  
R.NO:- 19471A04D1

Offer: Computer Consultancy  
Ref: TCSL/DT20222877869/Hyderabad  
Date: 24/11/2022

Mr. Gnaneswar Busa  
Plot No 11 Industrial Estate,  
Near Ngo Colony,  
Narsaraopet-522601,  
Andhra Pradesh.  
Tel# -9948206079

Dear Gnaneswar Busa,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

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TCSL/DT20222877869

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

IQAC

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



GROSS SALARY SHEET

Annexure 1

Name	Ganeswar Busa
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000*

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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



19471A0402

Ch. Mani Kumar


**Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd**

6 messages

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
 To: manikumarchembeti@gmail.com  
 Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 11 Apr, 2023 at 3:10 pm

Classification: Classification Level: C2 (internal)

To  
 Mani Kumar C,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention I accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

**Annexure : Compensation Details**

	Rupees per Month	Rupees per Annum	
Monthly Component (A)			
Basic Salary	15,000	180,000	



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Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
Retirals ( B)			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

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Manikumar Chembeti <manikumarchembeti@gmail.com>  
 To: Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
 Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 11 Apr, 2023 at 10:02 pm

Respected Mam/sir,

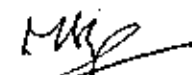
I accept the offer with mentioned terms and conditions.  
 [Quoted text hidden]

Mail Delivery Subsystem <mailer-daemon@googlemail.com>  
 To: manikumarchembeti@gmail.com

Tue, 11 Apr, 2023 at 10:02 pm

Address not found



  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.





Name: Ch. Venkatesh

Rollno: 19471A04D3

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20223020715/Hyderabad**  
**Date: 24/11/2022**

Mr. Venkatesh Chinthalacheruvu  
Ngos Colony 4th Line Ngos Colony 4th Lane,  
Ngos Colony 4th Lane,  
Guntur-522005,  
Andrapradesh.

Tel# 91-9010641735

Dear Venkatesh Chinthalacheruvu,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

- Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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TCSL/DT20223020715

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





GROSS SALARY SHEET

Annexure 1

Name	Venkatesh Chinthalacheruvu
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
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<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

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Food Card	500	6,000
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NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

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TCSL/D/20223020715

**TATA CONSULTANCY SERVICES**

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



19-404



**Mu Sigma**

Date: August 03, 2022

**Anoop Chukka**  
Candidate ID: C2023400  
Narsaraopeta College

Dear Anoop,

**Congratulations - We are thrilled to invite you to embark on a Decision Sciences Journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.**

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. **Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.**

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

**At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.**


We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, **we invite you to undertake this journey with us.**

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066  
Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com  
CIN: U74140KA2005PTC036309



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist), A.P



Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to INR 300,000 for you and up to three of your dependents defined as per Company medical insurance scheme.
- **Critical Illness benefit cover:** This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. In due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

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CIN: U74140KA2005PTC036309



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**Mu Sigma Business Solutions Private Limited**

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CIN: U74140KA2005PTC036309



Mu Sigma

Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (In INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560068

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309

19-407



Date: 26/04/2023

Dear **Dodda Sri Venkata Gopal Reddy,**

With reference to your application and the subsequent interview, we are pleased to offer you a position as **Account Manager - SB at Executive level in the Sales.Emerging Business** department in band **SM** in **Bharti Airtel Services Limited**. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before **09/05/2023** and it shall stand withdrawn forthwith in the event of following:
  - i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.
 The terms and conditions of appointment shall be effective from your date of joining.
- 1.2 You will initially report to **Kiran Poojari**, which can subsequently be changed at the sole discretion of the company.

**2. EMOLUMENTS AND TAXES:**

- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

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 Tel: +91 11 4566 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com  
 Corporate Identity Number: U64201DL1997PLC091001

PRINCIPAL  
**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
**NARASARAOPETA - 522 601**  
 Guntur (Dist.), A.P.





a full time or part time basis, with any other person or entity.

- 3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:
- if you do not join within the stipulated date, unless extended in writing.
  - if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.
- 3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

- 4.1 Your initial place of posting shall be at Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.
- 4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.
- 4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.
- 4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

- 5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.
- 5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.
- 5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:
- while employed by the Company and in connection with the business of the Company or a related body

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Corporate Identity Number: U64201DL1997PLC091001



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.

- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.
- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.

- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

#### **7. LEAVES AND OTHER SERVICE BENEFITS:**

7.1 Your working days shall be six (6) days' a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.

7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.

7.3 You are entitled to the certain benefits over and above your TCC. in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:

- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
- II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
- III. Group Personal Accidental Insurance (GPA) with an insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
- IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time. Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

#### **8. RETIREMENT:**

8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

#### **9. CONTINUATION OF EMPLOYMENT:**

9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

A handwritten signature in cursive script that reads "Prithvi Vamsi".

Authorized Signatory  
**Bharti Airtel Services Limited**

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Dodda Sri Venkata Gopal Reddy-Signature



ANNEXURE A:

Name **Dodda Sri Venkata Gopal Reddy**  
Job Name **Account Manager - SB**  
Department: **Sales.Emerging Business**  
Band **SM**  
Designation **Executive**  
D.O.J **09/05/2023**

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I.Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II.Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaim Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>

\*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.

\*\*Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.

An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.

Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you

Yours faithfully,

*Punita Vema*

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

\_\_\_\_\_  
Dodda Sri Venkata Gopal Reddy-Signature



**ANNEXURE B:**



Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Dodda,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

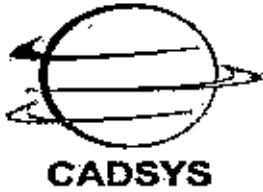
Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Dodda Sri Venkata Gopal Reddy-Signature



Gajjala Ujwala

19471A04D8

ECE-C

**CADSYS (INDIA) LTD**

Regd. Office : 3-6-262, 2nd Floor,  
Trumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

21<sup>st</sup> April, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/15/03/2023

To  
Ms. Ujwala Gajjala,  
5-448, Chilakaluripet,  
Guntur District,  
Andhra Pradesh - 522616.

Dear Ms. Ujwala G,

**Sub: Offer Letter**

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as **Jr. Design Engineer** in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family - that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on 03<sup>rd</sup> May 2023 @ 9.45 AM at the address given above to complete the joining formalities, failing which this offer will be treated as invalid.

The joining formalities includes


- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



Page 1 of 4

  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



### **Secrecy and Duty:**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Herby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### **Misconduct**

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### **Termination of employment:**

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



*M. V.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.


Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

  
Manager - Human Resources



I accept the terms of this letter

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



ANNEXURE-A

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	9500	114000
House Rent Allowance	3800	45600
Professional Development Allowance	950	11400
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	2150	25800
<b>Gross Salary (A)</b>	<b>19000</b>	<b>228000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1800	21600
Employee Contribution to ESI*	184	2208
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>16866</b>	<b>202392</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1800	21600
Contribution to ESI*	796	9552
Gratuity	457	5481
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>27553</b>	<b>330633</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



*OP*  
**IQAC**

*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A0409  
Ganeshpudi Sumanth



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear G.Sumanth

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



Principal

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



19471A04E0  
G. Siva Rama Krishna  
Reddy

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229766207/Hyderabad**  
**Date: 24/11/2022**

Mr. Siva Rama Krishna Reddy Gudibandla  
22-5-1875th Lane,  
Bharatpeta, Mallikarjunapeta,  
Guntur-522003,  
Andhra Pradesh.  
Tel# 91-9347097626

Dear Siva Rama Krishna Reddy Gudibandla,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

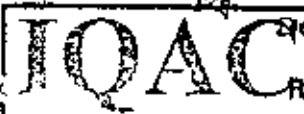
After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20229766207

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS) 1  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Secanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021





**GROSS SALARY SHEET**

Annexure 1

Name	Siva Rama Krishna Reddy Gudibandla
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto:60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT/20229766207

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



19471A04E1  
Gulla Vamsi



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear G.Vamsi

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,  
Cogent E Services Limited  
1st Floor Raj Towers, Balmatta Road  
Opp- Roopa Hotel Mangalore - 575002  
M:+91 9703636346  
W: [www.cogenteservices.com](http://www.cogenteservices.com)



*M.V.*  
PRINCIPAL  
NABASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NABASARAOPET - 522 601  
Guntur (Dist.), A.P.

M

19471A04E2

J. yedukondalu

Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

3 messages

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: kondalu852000@gmail.com  
Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, Apr 11, 2023 at 3:01 PM

Classification: Classification Level: C2 (internal)

To  
Yedukondalu J,

Congratulations! Welcome to Vodafone Idea Limited!

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

IQAC

MK  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
Monthly Component (A)			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
Retirals ( B)			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
Total Fixed Pay (A+B)	32,609	391,304	
Variable Target (C)			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
Target CTC (A+B+C)	37,500	450,000	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOG (Hyd)

+91 9885014741

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Yedukondalu Jadda <kondalu852000@gmail.com>

To: Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>



Thu, Apr 13, 2023 at 12:58 PM

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Cc: NI , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Respected sir/mam,  
I accept the offer with mentioned terms and conditions  
Thank you  
[Quoted text hidden]

Mail Delivery Subsystem <mailer-daemon@googlemail.com>  
To: kondalu852000@gmail.com

Thu, Apr 13, 2023 at 12:59 PM



Address not found

Your message wasn't delivered to sreenivasulu.n1@vodafoneidea.com because the address couldn't be found or is unable to receive email.

The response from the remote server was:

550 5.1.1 Recipient address rejected: User unknown

----- Forwarded message -----

From: Yedukondalu Jadda <kondalu852000@gmail.com>

To: "Misra , Khyati (COR), Vodafone Idea" <khyati.misra@vodafoneidea.com>

Cc: "NI , Sreenivasulu (COR), Vodafone Idea (External)" <sreenivasulu.n1@vodafoneidea.com>

Bcc:

Date: Thu, 13 Apr 2023 12:58:42 +0530

Subject: Re: Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

----- Message truncated -----



Handwritten signature above the text:  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

1947A04E4  
J. John Samuel

## Letter of Intent | Vodafone Idea | Internship 2023

📧

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 29 Nov 2022 at 16:52

📧 Classification: Classification Level: C2 (internal)

Hello,

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 5<sup>th</sup> Dec 2022 in our SNOG office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 5<sup>th</sup> Dec 2022 to 3<sup>rd</sup> March 2023. The internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
  2. You will be paid a consolidated stipend of Rs. 15,000 per month during your internship period. This stipend is an all-inclusive payment and will not attract any other allowance or benefits.
  3. You will be bound by rules & regulations in regard to general conduct, which may be framed from time to time. Your project guide and mentor would be assigned post joining.
  4. Please note that your project internship facility thus offered to you, shall automatically come to an end with effect from 3<sup>rd</sup> March 2023 after working hours unless withdrawn earlier or extended in accordance with clause no 1.
  5. This is an assignment of a highly confidential nature and sensitive information may come into your possession during the course of your assignment. It is understood that this information will not be divulged to any third party without prior written consent from us.
  6. You are required to do a Presentation and submit a Project Report at the end of the assignment.
  7. You will be evaluated in the 3<sup>rd</sup> month of your internship and basis the performance will be offered full time opportunity with us as 'Graduate Engineering Trainee'
- If you are agreeable to the above terms & conditions, please respond/reply to all in the email stating "I accept the internship with all the following terms and conditions".

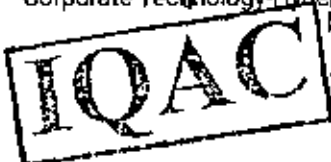
All the Best!


Regards

Khyati Mishra

Asst. General Manager-HR

Corporate Technology-Hyderabad




  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
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Logo

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**IOAC**

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



Ref: LTTS/HR/ET/2023-24/0174

Date: 13th February 2023

Name: Jammoju Venu Gopalachari

**Letter of Intent**

Dear Jammoju Venu Gopalachari,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a **Service Agreement**, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

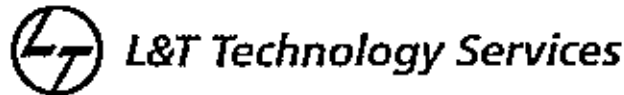
Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

CIN: L72900MH2012PLC232169

Page 1 of 1



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501  
Guntur (Dist.), A.P.



During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations, and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

All communications / notices should be addressed to:

Human Resource Dept – Talent Acquisition (Campus Hiring)  
L&T - Technology Services, SEZ Unit II,  
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,  
Nagawara, Bangalore 560045

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

Yours truly,  
For L&T Technology Services Limited

Prakash Krishnamoorthy  
Head – Leadership Hiring and Strategic Talent Initiatives

Acceptance by applicant below

.....  
I have read this Letter of Intent and accept the same

Name: Jammu Venu Gopalachari

College: GCET - HYD

Signature *J. Venu gopalachari*

Date: *14/02/2023*

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



CIN: L72900MH2012PLC232169

(Page 1) of 1

*M. V. S.*  
PRINCIPAL

NARASARAO PETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAO PETA - 522 601

Guntur (Dist.), A.P.

19-UEG



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309452

## FIXED TERM EMPLOYMENT CONTRACT

Dear J. Ajay Kumar,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

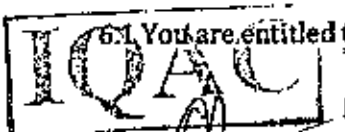
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

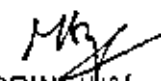
### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE ECONOMY SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

NARASIMHAPETA 522 671  
Vijaya Vittala AP







# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE ECOSYSTEM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.


## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

19-4E7



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309453

## FIXED TERM EMPLOYMENT CONTRACT

Dear K. Devi Ajay Srinivas,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09 -10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

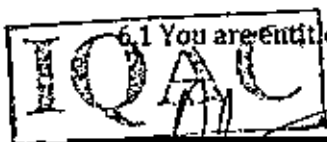
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.


Yours Sincerely,



Divya

Mr. Manager



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

K. Sai Kiran  
19471A04 E8



## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, 11 Apr 2023 at 15:05

To: karumanchisalkiran1403@gmail.com

Cc: N1 , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (Internal)

To

Sai Kiran K,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention I accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

**IQAC**

**PRINCIPAL**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOG (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged Information and is meant for the Intended recipient(s) only. If you have received this e-mail in error and are not the Intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.

**IQAC**

PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear JAGADEESH KASARAGADDA,  
2-71,NAGIREDDY PALLI,VINUKONDA,GUNTUR  
Andhra Pradesh, India, 522647  
Document ID - 2e829f7d-1fef-4900-be41-5456ec07da5b

Dear JAGADEESH KASARAGADDA

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

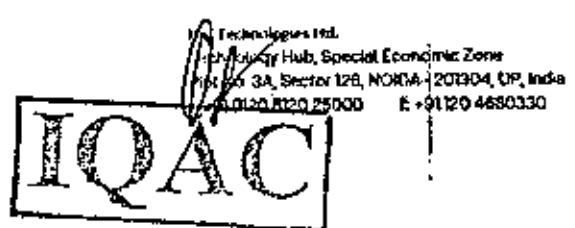
You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:



Corporate Identity Number: L74140DL991PLC046369  
Registered Office:  
606 Siddharth, 98, Nehru Place, New Delhi - 110009, India

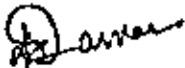
*MKG*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that In case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide Impetus In accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and Its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:





**amdocs**

Kesanapalli Jyothirmal  
19471A04FO

Dear **Kesanapalli Jyothirmal**,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

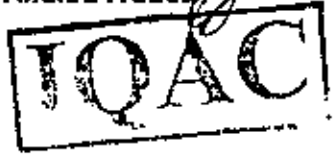
You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

- We are hopeful you will find your time with us to be challenging and fulfilling!
- Please feel free to reach out to us with any questions.

**WHAT DOES THIS KIT INCLUDE?**

- In the following you will find an overview of your employment terms:
  - Employment Terms; Compensation; Benefits
  - Working Hours
  - Employee Undertakings
  - End of Employment
  - Miscellaneous and Additional Conditions
  - Exhibit A – Confidentiality, IP Assignment, Non-Competition and NonSolicitation Agreement

Date: May 26, 2023  
Ms. Kesanapalli Jyothirmal  
Andhra Pradesh



**Employment Agreement**

*Mky*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

2023-5-CAMP-T3-DVCI-P-Q1560-1,





We are pleased to confirm your employment with **Amdocs Development Centre India LLP**. ("Amdocs") under the terms and conditions provided herein, effective as of **June 15, 2023** ("Start Date").

**1. Employment Terms; Compensation; Benefits**

(a)	<b>Position</b> 	<b>Functional Test Engineer</b>
(b)	<b>Location</b> 	Amdocs offices in <b>Pune, India</b> . <ul style="list-style-type: none"> <li>• Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>• Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)	<b>Annual Total Remuneration (on a Cost to Company basis) gross</b> 	<b>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only)</b> gross, divided into the following annual components: <ol style="list-style-type: none"> <li>1. Basic salary - INR 212000.00</li> <li>2. House Rent Allowance - INR 212000.00</li> <li>3. Provident Fund (employer contribution) - INR 25440.00</li> <li>4. Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>• Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>• Annual discretionary salary review, as of <b>July 2024</b> and each year thereafter.</li> </ul>
(d)	<b>Statutory Bonus</b> 	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)	<b>Gratuity</b> 	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)	<b>Annual Bonus</b> 	<ul style="list-style-type: none"> <li>• Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>• Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)	<b>Annual Vacation</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.  You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.

2023-5-CAMP-T3-DVCL-01560-2



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.



19-4P2



Letter of Intent

November 24, 2022  
Rakesh Anna  
Narasaraopeta Engineering College, Narasaraopet

Dear Konjeti Srikanth,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

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



*Mka*  
NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA - 522 601.  
Guntur (Dist) A.P.



19471A04F5

K. Uday Krishna  
Chaitanya

## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, 11 Apr, 2023 at 2:58 pm

To: chaitanya98k@gmail.com

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (Internal)

To

Uday Krishna,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of Intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!



M/S  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

<b>Annexure : Compensation Details</b>			
	<b>Rupees per Month</b>	<b>Rupees per Annum</b>	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyatl Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

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 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601.  
 Guntur (Dist.), A.P.



Offer: Computer Consultancy  
Ref: TCSL/DT20229733005/Hyderabad  
Date: 24/11/2022

Ms. Sneha Sathvika Kotha  
12-9-11a,Pravallika Towers, Flat No-401Prakash Nagar,  
Opp Tilak School,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel# 91-7330823788

Dear Sneha Sathvika Kotha,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20229733005

**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

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

1-800-425-3838 (toll free) Email: careers@tcs.com



MK 1  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 201.  
Guntur (Dist.) A.P.



**GROSS SALARY SHEET**

**Annexure 1**

<b>Name</b>	Sneha Sathvika Kotha
<b>Designation</b>	Assistant System Engineer-Trainee
<b>Institute Name</b>	Narasaraopeta Engineering College

**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	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/Learning Incentive****		Upto:60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

19-4F7

Date: November 16, 2022

Dear Koyya aparna,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



*[Signature]*  
Principal  
NARASARAOPET DISTRICT COLLEGE  
NARASARAOPET  
Guntur (Dist), A.P.



**COMPENSATION STRUCTURE**

Full Name	Koyya aparna	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
*Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized )</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	4,75,000
After completion of 2 <sup>nd</sup> year	5,50,000
After completion of 3 <sup>rd</sup> year	6,50,000

**The benefits included in the cost to company are:**

- **Provident Fund** — You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** — In accordance with the Company's policy you and your Immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** — On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.

**Documents:**

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>

Username : [vajralagowthami832@gmail.com](mailto:vajralagowthami832@gmail.com)

Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*

K. Raghu Chandan Singh

19471A04F8



**Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd**

1 message

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: raghusinghkshatri@gmail.com  
Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, 11 Apr, 2023 at 3:09 pm

Classification: Classification Level: C2 (Internal)

To  
Raghu Chandan Singh,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention I accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

**Annexure : Compensation Details**

	Rupees per Month	Rupees per Annum	
Monthly Component (A)			
Basic Salary	15,000	180,000	



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
Retrals ( B)			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
Variable Target (C)			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
Target CTC (A+B+C)	37,500	450,000	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

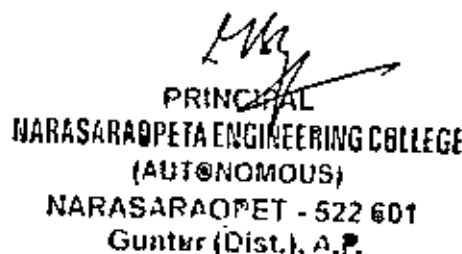
AGM-HR-CODE & SNOG (Hyd)

+91 9885014741

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**IQAC**



PRINCIPAL  
**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

19471A04F9  
Madhesh Mahesh Kumar



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear M. Mahesh Kumar

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,


Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19471A0490  
Manda Koteswararao



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear M. Koteswararao

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

MUPPURI PAVAN KUMAR

**ti.** 19471A04G2  
**HEXAWARE**

Letter of Intent

November 24, 2022  
Muppuri Kumar  
Narasaraopeta Engineering College, Narasaraopet

Dear Muppuri Kumar,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

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



*M. Mathur*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

19-764



**Mu Sigma**

Date: August 03, 2022

**Subba Rao Poleboina**  
Candidate ID: C2023401  
Narsaraopeta College

Dear Subba Rao,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

**At Mu Sigma, you will be challenged and you will challenge every day** – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.

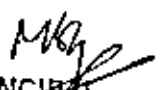
## Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 801  
Guntur (Dist.), A.P.





Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and **you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.**

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA - INDIA - 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [Info@mu-sigma.com](mailto:Info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



**Mu Sigma**

## **TERMS & CONDITIONS**

### **Joining Date:**

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### **Compensation:**

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### **Medical Insurance:**

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical Insurance scheme.
- Critical illness benefit cover: This will be in the form of a one-time payment of sum Insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### **General:**

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and Inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

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## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL, SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

Agreed to and accepted:

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas -- ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA - INDIA - 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [Info@mu-sigma.com](mailto:Info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309

19-4G16

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Pusapati Vigna Narayan Naveen Kumar Reddy,  
3-34, Inaparajupalli, Karampudi, Palanadu  
Andhra Pradesh, India, 522614  
Document ID - 2e829f7d-1fef-4900-be41-6463ec07da5b

Dear Pusapati Vigna Narayan Naveen Kumar Reddy,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

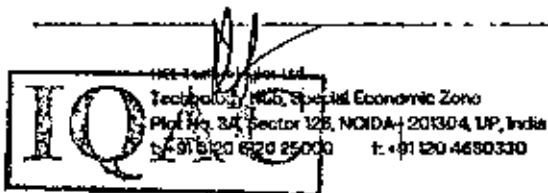
You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:



Corporate Identity Number: L74140DL1991PLC046369  
Registered Office:  
805 Siddharth, 96, Nehru Place, New Delhi - 110009, India

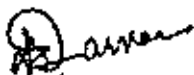
*[Handwritten Signature]*  
PRINCIPAL  
NARASARAOPET ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur Dist.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

19-468



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309454

## FIXED TERM EMPLOYMENT CONTRACT

Dear S. Gopi,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

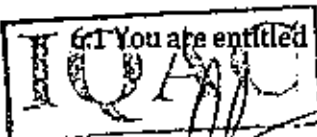
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.


### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

Address: ECHS roads, Hyderabad-500062, Website: www.suryatechsolutions.in



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE ECONOMY SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 403  
Guntur (Dist.) A.P.

Address: Bell 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in





# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE CONNECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.


Yours Sincerely,



Divya

HR Manager



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.  
Signature of the Employee

Address: ECIL X Roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Sayyad Karishma  
194710469

Dear Sayyad Karishma,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

- We are hopeful you will find your time with us to be challenging and fulfilling!
- Please feel free to reach out to us with any questions.

**WHAT DOES THIS KIT INCLUDE?**

- In the following you will find an overview of your employment terms:
  - Employment Terms; Compensation; Benefits
  - Working Hours
  - Employee Undertakings
  - End of Employment
  - Miscellaneous and Additional Conditions
  - Exhibit A - Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



Mh  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.













Date: May 26, 2023  
 Ms. Sayyad Karishma  
 Andhra Pradesh

**Employment Agreement**

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of June 15, 2023 ("Start Date").

**1. Employment Terms; Compensation; Benefits**

(a)	<b>Position</b> 	<b>Functional Test Engineer</b>
(b)	<b>Location</b> 	Amdocs offices in Pune, India. <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)	<b>Annual Total Remuneration (on a Cost to Company basis) gross</b> 	INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components: <ol style="list-style-type: none"> <li>Basic salary - INR 212000.00</li> <li>House Rent Allowance - INR 212000.00</li> <li>Provident Fund (employer contribution) - INR 25440.00</li> <li>Leave Travel Allowance - INR 80560.00</li> </ol> <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of July 2024 and each year thereafter.</li> </ul>
(d)	<b>Statutory Bonus</b> 	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)	<b>Gratuity</b> 	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)	<b>Annual Bonus</b> 	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)	<b>Annual Vacation</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law. <i>MM</i>
(h)	<b>Annual Sick Leave</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law. <i>MM</i>

*MM*  
 PRINCIPAL  
 NARASARAO PETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAO PET - 522 601

Guntur (Dist.), A.P.



19471A0470



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744459/Hyderabad**  
**Date: 24/11/2022**

Mr. Seelam tirupati koti reddy  
Door No: 1-116 /Ramalaya street  
Santhamaguluru  
Prakasam- 523302,  
Andhra Pradesh.  
Tel# -

Dear Seelam tirupati koti reddy

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under **Terms &**



TCSL Confidential  
TCSL/DT20229744459

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 301  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Mr. Seelam tirupati koti reddy
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

**IOAC**  
TCS Confidential  
TCSL/DT20229744459

**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

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

NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA - 522 504  
GUNTUR DISTRICT - A.P.

19-445.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 626 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4450

Date: -14 Feb 2023

Dear Shaik Galib Basha,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 5, 991  
Guntur (Dist.), A.P.

19-4/23



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309455

## FIXED TERM EMPLOYMENT CONTRACT

Dear SK. Umar,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

You are entitled to Sick Leave working days of paid sick leave.

*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Principal  
NARASARAOPET - 527 501  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.


## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 604,  
Guntur (Dist.), A.P.  
Signature of the Employee

19-418



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309456

## FIXED TERM EMPLOYMENT CONTRACT

Dear S. Eswar Prasad,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

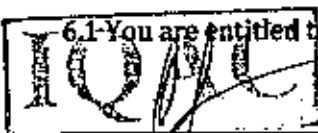
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 500 601  
Guntur (Dist.), A.P.

Address: Ecll 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE GOVT SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Principal  
Sri Chaitanya Engineering College  
(Autonomous)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.


## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501  
Guntur (Dist.) A.P.  
Signature of the Employee

Address: Ecil x roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

Date: November 16, 2022

Dear Gouthami Vajjala,

Congratulations! We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics). You will be designated as Trainee Software Engineer under the cadre of T1 and you are expected to join Prolifics on OR before June 15, 2023.

\*Note: - Any changes in date of joining will be informed a month in advance.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is Rs.4,00,000 per annum.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** – You will be based in Hyderabad/Pune but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad - 500081, Telangana, India

**Relocation:** Not Applicable

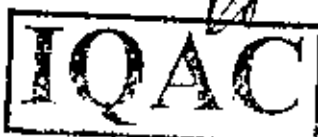
**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement – 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



*M*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**COMPENSATION STRUCTURE**

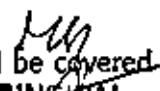
Full Name	Gouthami Vajrala	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized)</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	4,75,000
After completion of 2 <sup>nd</sup> year	5,50,000
After completion of 3 <sup>rd</sup> year	6,50,000

The benefits included in the cost to company are:

- **Provident Fund** – You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** – In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** – On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.

  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522.601.**  
**Guntur (Dist.) A.P.**

## Documents:

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**– The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>  
Username : [vajralagowthami832@gmail.com](mailto:vajralagowthami832@gmail.com)  
Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.


The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19471A0410  
Vajrala Naveena



Ref: LTTS/HR/ET/2023-24/0172

Date: 13th February 2023

Name: Vajrala Naveena

**Letter of Intent**

Dear Vajrala Naveena,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step in program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand canceled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



CIN: L72900MH2012PLC252169  
Principal  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.





During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations, and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

**All communications / notices should be addressed to:**

**Human Resource Dept – Talent Acquisition (Campus Hiring)  
L&T - Technology Services, SEZ Unit II,  
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,  
Nagawara, Bangalore 560045**

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

Yours truly,  
For L&T Technology Services Limited

**Prakash Krishnamoorthy  
Head – Leadership Hiring and Strategic Talent Initiatives**

Acceptance by applicant below

.....  
I have read this Letter of Intent and accept the same

Name: Vajrala Naveena

College: GCET - HYD ;

Signature

Date:

Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited



CIN: L72900MH2012PLC232149

Page 1 of 1  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.**

19-41

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Aasam Vijaya Lakshmi,  
1-85/2,Nudurupadu,Phirangipuram,Guntur  
Andhra Pradesh, India,522529  
Document ID - 2e829f7d-1fef-4900-be41-6464ec07da5b

Dear Aasam Vijaya Lakshmi,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

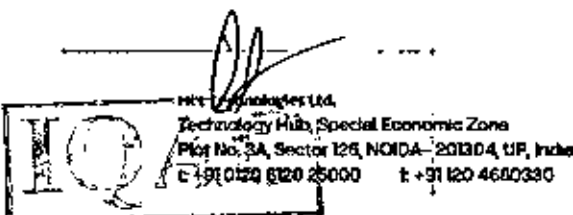
You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:



Corporate Identity Number: L74140DL1991PLC046269  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110001, India

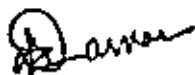
PRINCIPAL  
**HCL**  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 202

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



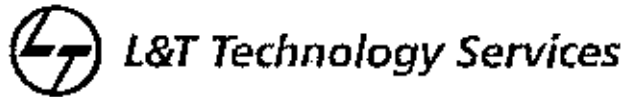
**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

D. Anjaneyulu  
19471A04I3



Ref: LTTS/HR/ET/2023-24/0185

Date: 13th February 2023

Name: ANJANEYULU DEVARASETTY

Letter of Intent

Dear ANJANEYULU DEVARASETTY,

Greeting from L&T Technology Services Ltd.!

We are pleased to share with you this Letter of intent for the position of **Associate Engineer (Trainee)**. We trust that this opportunity finds you mutually excited about your new employment with L&T Technology Services (hereinafter referred as "Company"). We reiterate that you have made the right decision and we are certain that you will have a great career with us!

Upon your acceptance of this Letter of Intent and subject to you meeting all the applicable requirements under this Letter of Intent, we shall share a detailed Appointment Letter, which will outline the specific employment terms, conditions and detailed breakup of remuneration. Please note this Letter of Intent is not an offer or offer of employment or a legally binding contract of employment.

The content of this Letter of Intent is strictly between you and the Company. Please treat this Letter of Intent and the contents here as personal and confidential.

This Letter of Intent is valid subject to you

- Having secured more than 60% in SSC / X and HSC / XII std (10<sup>th</sup> and 12<sup>th</sup>).
- Having secured 60% aggregate in Engineering Graduation
- Have successfully cleared the LTTS – Step In program with the required benchmark score
- Found medically fit by the Company authorized doctors.
- Submitting a Service Agreement, agreeing to serve the company for a period of up to 2 years and 3 months from the date of commencement of training cum employment.
- Submitting all necessary documents at the time of joining
- No drop in any semester/ year throughout the course
- Should not have any active backlogs at the time of onboarding

If any information provided by you during the selection process is found to be incorrect and / or false, the Company reserves the right to revoke this Letter of Intent without any notice.

This Letter of Intent is also contingent upon us working together to determine an appropriate start date for your employment. The date of commencement of training cum employment and venue for reporting will be intimated to you at a later date.

You will be continuously assessed during your training cum employment. If you do not complete the classroom / on the job training to our satisfaction, your appointment automatically stand cancelled.

During your employment with LTTS, you will be paid a Total Compensation of INR 4,00,020/- per annum. A detailed compensation sheet will be shared along with the appointment letter.

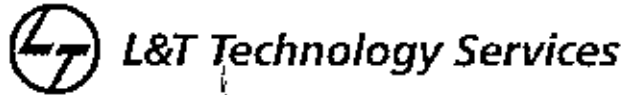
Registered Office: L&T House, N.M. Marg, Ballard Estate Mumbai - 400001, INDIA  
L&T Technology Services Limited is a subsidiary of Larsen & Toubro Limited

CIN: L72900MH2012PLC232169

Page 1 of 1



*M. S. Prasad*  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.) A.P.



During your period of Training cum Employment, you can be posted / transferred to any of our SEZ / STPI sites across India. Your employment will be governed by the rules, regulations, and policies of the company.

If the above stated terms are acceptable to you, kindly sign and return the duplicate copy of this Letter of Intent within three (3) days from the date of issue. If we do not receive your acceptance within the stipulated time frame, this Letter of Intent will be deemed to have been rejected by you.

**All communications / notices should be addressed to:**

Human Resource Dept – Talent Acquisition (Campus Hiring)  
L&T - Technology Services, SEZ Unit II,  
Hazel-Block L3, Ground Floor, Manyata Embassy Business Park,  
Nagawara, Bangalore 560045

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

Yours truly,  
For L&T Technology Services Limited

**Prakash Krishnamoorthy**  
Head – Leadership Hiring and Strategic Talent Initiatives

Acceptance by applicant below

.....  
I have read this Letter of Intent and accept the same

Name: ANJANEYULU DEVARASETTY

College: GCET - HYD

Signature: D. Anjaneyulu.

Date: 14-02-2023.



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19-HI4

Date: November 16, 2022

Dear Arumulla ramakanth,

**Congratulations!** We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics"). You will be designated as **Trainee Software Engineer** under the cadre of **T1** and you are expected to join Prolifics on OR before **June 15, 2023**.

**\*Note:** - Any changes in date of joining will be informed a month in advance.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is **Rs.4,00,000 per annum**.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** — You will be based in **Hyderabad/Pune** but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of **Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India**

**Relocation:** Not Applicable

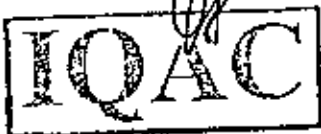
**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement— 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**COMPENSATION STRUCTURE**

Full Name	Arumulla ramakanth	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized )</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	4,75,000
After completion of 2 <sup>nd</sup> year	5,50,000
After completion of 3 <sup>rd</sup> year	6,50,000

**The benefits included in the cost to company are:**

- **Provident Fund** — You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** — In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** — On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.

## **Documents:**

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

**Please find the below link for completing the joining formalities,**

Onboarding portal : <http://onboarding.prolifics.com>  
Username : [vajralagowthami832@gmail.com](mailto:vajralagowthami832@gmail.com)  
Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*



B. Venkata Ranga Reddy

19471 AOUIS

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## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

3 messages

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, Apr 11, 2023 at 3:06 PM

To: rangareddy9010471441@gmail.com

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (Internal)

To

Venkata Ranga Reddy,

Congratulations! Welcome to Vodafone Idea Limited!

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention, I accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us.

**IQAC**

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals (B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, Inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

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Venkata Ranga Reddy BONTIA [krangareddy9010471441@gmail.com](mailto:krangareddy9010471441@gmail.com)  
 To: Misra, Khyati (COR), Vodafone Idea <[khyati.misra@vodafoneidea.com](mailto:khyati.misra@vodafoneidea.com)>



Thu, Apr 13, 2023 at 8:15 AM  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.



B. Atchyuth  
19471A04I6

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229726718/Hyderabad**  
**Date: 24/11/2022**

Mr. Atchyuth Bonthalakoti  
3-822Srinivasa Colony,  
Srungavarapukota,  
Srungavarapukota-535145,  
Andhra Pradesh.  
Tel# 91-7780402203

Dear Atchyuth Bonthalakoti,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

- Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

- Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions) & **NARASARAOPETA ENGINEERING COLLEGE (AUTONOMOUS)**

TCS Confidential  
TCSL/DT20229726718

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

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

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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.

## COMPENSATION AND BENEFITS

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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 ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.



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### **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

19-457



**Mu Sigma**

**Date: August 03, 2022**

**Lakshmi Naga Prashanth Chilakala**  
**Candidate ID: C2023402**  
**Narsaraopeta College**

Dear Lakshmi Naga Prashanth,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

**At Mu Sigma, you will be challenged and you will challenge every day** – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, **we invite you to undertake this journey with us.**

---


## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA -- INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [Info@mu-sigma.com](mailto:Info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2015PTC036309



  
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**Mu Sigma**

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

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CIN: U74140KA2005PTC036309



**Mu Sigma**

## **TERMS & CONDITIONS**

### **Joining Date:**

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### **Compensation:**

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### **Medical Insurance:**

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- **Critical Illness benefit cover:** This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### **General:**

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

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## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

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CIN: U74140KA2005PTC036309



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**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Mu Sigma Business Solutions Private Limited**

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CIN: U74140KA2005PTC036309





Mu Sigma

**Annexure 1**

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (In INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000

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CIN: U74140KA2005PTC036309



**a.**  
amdocs

Dear Sai Pujitha Chilukuri,

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

19471A0428

Sai Pujitha Chilukuri

### WHAT DOES THIS KIT INCLUDE?

In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement

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Date: November 25, 2022  
 Ms. Sai Pujitha Chikukuri

### Employment Agreement

We are pleased to confirm your employment with Amdocs Development Centre India LLP. ("Amdocs") under the terms and conditions provided herein, effective as of July-2023 ("Start Date").

#### 1. Employment Terms: Compensation: Benefits

- (a)  **Position** Software Engineering Associate
- (b)  **Location** Amdocs offices in Pune, India.
  - Domestic and international travel may be required, in accordance with Amdocs' business needs.
  - Work location may be changed to facilitate Amdocs' business needs.
- (c)  **Annual Total Remuneration (on a Cost to Company basis) gross** INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only) gross, divided into the following annual components:
  1. Basic salary - INR 212000.00
  2. House Rent Allowance - INR 212000.00
  3. Provident Fund (employer contribution) - INR 25440.00
  4. Leave Travel Allowance - INR 80560.00
  - Payable on a monthly basis, in accordance with Amdocs' payroll practices.
  - Annual discretionary salary review, as of July 2024 and each year thereafter.
- (d)  **Statutory Bonus** Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
- (e)  **Gratuity** Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
- (f)  **Annual Bonus**
  - Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.
  - Payment of such annual bonus, if any, shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.
- (g)  **Annual Vacation** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.
 

You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
- (h)  **Annual Sick Leave** To be granted, accrued and used in accordance with Amdocs' policy and applicable law.

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- (i) **Maternity Benefits** - Shall be provided subject to the Maternity Benefit Act, 1961 and Amdocs policies.
- (ii) **Benefits Plans** - Entitlement to insurance schemes, if and as applicable under Amdocs' policy and subject to applicable terms of insurance policies and Amdocs policies.

Any payments and benefits herein are (i) gross amounts, and subject to applicable taxes and withholdings; (ii) subject to applicable Amdocs' policies, procedures and practices, as may be amended from time to time.

## 2. Working Hours

Working hours are generally 9 hours a day, 5 days a week. Your position may require that you work additional hours including night hours, as may be necessary for effective performance of your duties. It is acknowledged and agreed that part of the remuneration paid to you is in consideration for your agreement to these terms, and you shall not be entitled to receive additional remuneration for work performed during such hours.

## 3. Employee Undertakings

- (a) **Performance and Duties.** You shall diligently, skillfully and faithfully perform your position with Amdocs. You shall devote your full time and attention to the performance of all duties consistent with your position, and such other duties, as may be assigned to you from time to time, according to Amdocs' business needs. Amdocs may vary your position in accordance with its organizational needs, and may transfer or assign you to any affiliates, departments or subsidiaries of Amdocs, in any other location in India, or to any third parties. Such assignment will be subject to Amdocs policies, as in effect at such time.
- (b) **Restrictive covenants.** As a condition to your employment, you shall execute and comply with the terms of the Confidentiality, IP Assignment, Non-Compulsion and Non-Solicitation Agreement, attached as Exhibit A. The provisions of such undertaking shall survive the termination of this agreement for any reason.
- (c) **Amdocs Policies.** You shall abide by Amdocs global and local policies, as in effect from time to time, including Amdocs Code of Ethics and Business Conduct, Data Privacy Policy and Information Security policies. You further acknowledge that it is Amdocs' policy to provide an environment that is free of unlawful harassment and discrimination of any kind. As such, you shall not engage in any such unlawful behavior, and shall notify Amdocs of any facts that constitute such unlawful behavior.
- (d) **Data Protection.** You confirm that you have read and understood Amdocs' Data Protection Policy, a copy of which is available on Amdocs portal. By signing this agreement you expressly consent to the fact that Amdocs (and as required, any of its affiliated entities or their duly authorized agents and employees) may hold and process, both electronically and manually, the data (including personal sensitive data and information contained in e-mail and attachments to email) they collect, store and/or process which relates to you for the purpose of the administration of their employees and business and compliance with applicable laws, procedures and regulations. You understand that it may also be necessary, and expressly agree that Amdocs and/or any of its affiliated entities will share personal data to competent authorities (including tax authorities), third party service providers, future employers and potential buyers of Amdocs or businesses, accounting, auditors, lawyers and other external advisors or vendors, whether they are located in your country of employment or in other countries, to other offices it may have or to another affiliated entity outside your country of employment where such a company has offices for storage and processing.
- (e) **Additional Engagement.** You shall not engage in any other employment or business activities in any capacity (with or without compensation), unless you receive applicable approvals according to Amdocs Code of Ethics and Business Conduct, and subject to the terms of such approvals.
- (f) **Representations.** You shall not make any representations or undertake commitments on behalf of Amdocs, except as expressly authorized to do so.
- (g) **Non-Disparagement.** During and after the term of your employment, you will not make any false, defamatory or disparaging statements about Amdocs, its employees, officers or directors.

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- (h) **No Restrictions.** You acknowledge that (i) there are no undertakings preventing or restricting you from entering into this agreement and performing your duties and obligations hereunder; and (ii) you are not violating any right of former employers, or in breach of any of your obligations towards former employers.
- (i) **Supporting Documents.** You undertake to submit the following documents to Amdocs along with the acceptance of this agreement: (i) Four passport size photographs; (ii) Copy of Passport; (iii) Copy of PAN Card (if applicable); (iv) Copy of Aadhaar Card; (v) Copies of education qualifications certificates; (vi) Copies of previous employers' relieving letter and experience letter.
- (ii) **Confidentiality of this Agreement.** You shall treat this agreement as strictly confidential and not disclose its content to any person without Amdocs' prior written approval.

**4. End of Employment**

- (a) The first one year of your employment are considered a probation period. Amdocs reserves the right to extend your probation period beyond this initial term. During the probation period, Amdocs may terminate your employment upon 30 days' prior notice.
- (b) Each party may terminate this agreement at any time by giving the other party a 90 days' prior written notice. During the notice period, you shall continue to perform your position and attend work, and perform any additional handover and other duties, as instructed.
- (c) If you resign and wish to leave your employment prior to the completion of your notice period, you must ask for Amdocs' approval, considering it may negatively impact Amdocs' work continuity and/or cause damage to Amdocs and/or its customer relationships. If you leave early without seeking such approval, or despite the fact that an approval was not granted, you shall reimburse to Amdocs an amount equivalent to your salary for the unexpired portion of the notice period, and by signing herein you irrevocably authorize Amdocs to offset or deduct such amount against any amounts owed to you by Amdocs.
- (d) Amdocs reserves the right to (i) terminate your employment by paying you the equivalent of all or part of the prior notice period in lieu thereof; or (ii) instruct you not to attend work during the prior notice period or any part thereof.
- (e) Notwithstanding the above, Amdocs may terminate your employment with immediate effect, without notice or salary in lieu thereof, for any misconduct in your part, including but not limited to the following:
  - i. Disloyalty, dishonesty, misrepresentation or breach of integrity;
  - ii. Embezzlement, misappropriation, misuse or causing damage to Amdocs property;
  - iii. Indiscipline, disobedience, irregular attendance, absconding;
  - iv. Negligence of duty;
  - v. Breach of confidentiality;
  - vi. Conviction of criminal offence;
  - vii. Any act constituting misconduct per Amdocs policies, including the Code of Ethics and Business Conduct, and any other act upon which dismissal due to misconduct may be justified.
- (f) Amdocs may suspend your employment at any point, including while investigating an alleged misconduct.
- (g) Upon termination of your employment for any reason whatsoever, or at Amdocs' request, you shall immediately return to Amdocs any documents, materials, credit cards, equipment, laptop, computer hardware and software, keys, access codes, access badges, and any other Amdocs' property or its clients' which may be in your possession, including any Confidential Information (as defined in Exhibit A).
- (h) Acknowledging that Amdocs covers the relocation costs of you and your immediate family, in the event you resign, or your employment is terminated due to your misconduct, prior to the end of one year of employment as of your Start Date, you shall reimburse Amdocs for the proportional amount of the

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amdocs

relocation costs. Further, Amdocs may offset such amount against any amounts due to you upon termination of your employment.

- (i) You will automatically retire from Amdocs upon reaching the age of 60 (sixty) years. An extension may be given at Amdocs' discretion.

### 5. Miscellaneous and Additional Conditions

- (a) **Work Permit.** Your employment with Amdocs is conditioned upon (i) you being granted or are already holding applicable work permit/visa, and (ii) such work permit / visa remaining valid throughout the Term. In the event such work permit/visa is expired, your employment shall automatically terminate effective such expiration. You are required to immediately inform Amdocs upon any change/anticipated change in your work permit/visa. You agree to coordinate with Amdocs before approaching or providing information to any governmental immigration authority in connection with your employment with Amdocs. You shall be solely responsible for all work permits/visa and any immigration related compliance, for you and your family members (if relevant) and hereby guarantee that you and your family shall immediately leave India prior to the expiry of your permits/visas.
- (b) **Monitoring.** To ensure regulatory compliance and for the protection of its employees, customers and business, Amdocs reserves the right to monitor, intercept, review and access your telephone log, internet usage, voicemail, e-mail, and other communication facilities provided by Amdocs, which you may use during your employment. Amdocs shall use this right of access reasonably, and in accordance with applicable laws; as such, all communications and activities on Amdocs equipment or premises cannot be presumed private.
- (c) **Background Checks.** Your employment is conditioned upon receipt by Amdocs of satisfactory references, applicable background checks and information and documents provided by you to Amdocs. Amdocs reserves the right to retract or terminate your employment even after its commencement, in the event that your references or background checks do not prove to be satisfactory, or if it is discovered that the information you provided to Amdocs was false or inaccurate.
- (d) **Entire Agreement.** The terms and conditions of your employment as provided herein supersede all prior written or verbal agreements or understandings between you and Amdocs. No provision of this agreement may be modified, unless agreed in writing by both parties. This agreement is an individual employment agreement, and no collective bargaining agreement shall apply with respect to the relationship between the parties.
- (e) **Offset.** Amdocs reserves the right to offset any amount you owe Amdocs against any amounts owed to you by Amdocs. Upon termination of your employment, all such amounts shall be due immediately. Your signature herein is an irrevocably authorization for such offset.
- (f) **Severability.** If any of the restrictions or obligations herein are deemed by a court of competent jurisdiction to be invalid or unenforceable, then the scope of such restriction or obligation shall be limited to the maximum limit permitted by law, and such restrictions or obligations shall be severable, and shall not affect the validity or enforceability of other terms and conditions entered into.
- (g) **Governing Law and Jurisdiction.** This agreement shall be governed, construed, interpreted, and enforced in accordance with the laws of Pune. You and Amdocs hereby irrevocably submit to the exclusive jurisdiction of the competent courts in Pune and waive any objection to such proceedings on grounds of venue or inconvenient forum.

  
**IQAC**

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Guntur (Dist.), A.P.



Please indicate your acceptance of this offer by signing below and returning the original letter to the HR Department within 15 days of the date of this offer. If you will not do so within the prescribed time, this offer shall be withdrawn.

If you have any questions or would like to discuss the terms and conditions of this offer, please feel free to get in touch with Priyanka Jadhav.

We take this opportunity to wish you success during your employment with Amdocs.

Sincerely,

Authorized Signatory  
Amdocs Development Centre India LLP.

Date: 11/25/2022

I, the undersigned, Sai Pujitha Chitukur, acknowledge that I have been provided with a copy of this agreement before signing it, and have been allowed sufficient time to review it and seek clarifications. I have read this agreement carefully and confirm my understanding of, and my full compliance with, its terms. I confirm that I was not subject to duress or undue influence of any kind, while executing this agreement. I confirm that I voluntarily, and on my own free will, accept the terms of this agreement and commit to comply with them.

Ch. Sai Pujitha  
Signature

29/03/23  
Date



2023-01-CAMP-T-01/CI-P-Y02705-6



   
PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARA@PET - 522 601  
Guntur (Dist.), A.P.

19471A0419  
D.Janaki Venkatesh



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear D.Janaki Venkatesh

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



19450



Date: 26/04/2023

Dear Dokka Ramesh,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
  - i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.
- 1.2 You will initially report to Kiran Poojarl, which can subsequently be changed at the sole discretion of the company.


**2. EMOLUMENTS AND TAXES:**

- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, Income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

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 Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com  
 Corporate Identity Number: U64201DL1997PLG091001

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE.  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 609.  
 Guntur (Dist.), A.P.



a full time or part time basis, with any other person or entity.

- 3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:
- if you do not join within the stipulated date, unless extended in writing.
  - if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.
- 3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

- 4.1 Your initial place of posting shall be at **Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.**
- 4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.
- 4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.
- 4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

- 5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.
- 5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.
- 5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:
- while employed by the Company and in connection with the business of the Company or a related body



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.
- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.
- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.
- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.
- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law.

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Corporate Identity Number: U64201DL1997PLC091001



and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## **7. LEAVES AND OTHER SERVICE BENEFITS:**

- 7.1 Your working days shall be six (6) days a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.
- 7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.
- 7.3 You are entitled to the certain benefits over and above your TCC, in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:
- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
  - II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
  - III. Group Personal Accidental Insurance (GPA) with an insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
  - IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time, Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## **8. RETIREMENT:**

- 8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## **9. CONTINUATION OF EMPLOYMENT:**

- 9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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Corporate Identity Number: U64201DL1997PLC091001



take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

A handwritten signature in cursive script that reads "Punita Verna".

Authorized Signatory  
**Bharti Airtel Services Limited**

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Dokka Ramesh-Signature

**ANNEXURE A:**

Name **Dokka Ramesh**  
Job Name **Account Manager - SB**  
Department: **Sales.Emerging Business**  
Band **SM**  
Designation **Executive**  
D.O.J **09/05/2023**

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I.Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II.Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaime Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.		
**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

\_\_\_\_\_  
Dokka Ramesh-Signature



**ANNEXURE B:**



Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Dokka,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

Authorized Signatory  
**Bharti Airtel Services Limited**

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Dokka Ramesh-Signature



# savantis

19471A04J3  
Mani Prasad Gollapudi  
Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/11, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 028 0065 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4452

Date: -14 Feb 2023

Dear Mani Prasad Gollapudi,

**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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment

  
IQAC

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



19471A04T6.  
D. Venkata Bhargava.

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229585953/Hyderabad**  
**Date: 24/11/2022**

Mr. Vemuluri Hemanth  
1-2-19/17 Mitta Bazar 4th Line,  
Barampet,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel# -

Dear Vemuluri Hemanth,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

TCS Confidential  
TCSL/DT20229585953

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Oceanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





GROSS SALARY SHEET

Annexure 1

Name	Vemuluri Hemanth
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 524601,  
Guntur (Dist.), A.P.

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TCSL/IT/20229585953

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



19-437

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Inakollu Lakshmi Neelima,  
1-172,Naragayapalem,Vinukonda,Palanadu  
Andhra Pradesh, India, 522647  
Document ID - 2e829f7d-1fef-4900-be41-6465ec07da5b

Dear Inakollu Lakshmi Neelima,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee** in band E1.1  
In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.,

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:

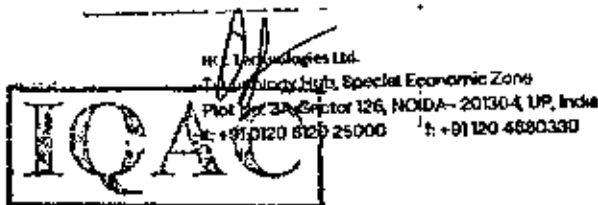
PRINCIPAL

NARASARAOPET ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 604

Guntur (Dist) - 5



Corporate Identity Number: L74340DL1999PLC048369

Registered Office:

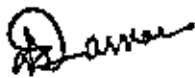
808 Siddharth, 9th, Nehru Place, New Delhi, 110007, India

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

K. Venkat Rao  
19471A04KO

M

## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, Apr 11, 2023 at 14:57

To: kvrp777@gmail.com

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (Internal)

To  
Venkat Rao,

Congratulations! Welcome to Vodafone Idea Limited!

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of Intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

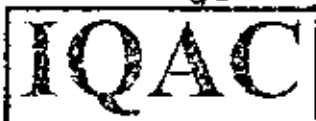
1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us.



My  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged Information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.



*Mishra*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.

19-HKI



Letter of Intent

November 24, 2022  
Rakesh Anna  
Narasaraopeta Engineering College, Narasaraopet

Dear Kommanaboyina Rajesh ,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,


For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur  
Vice President, Recruitment-India & APAC

HEXAWARE TECHNOLOGIES LTD.

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



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



19-4K2



**Mu Sigma**

Date: August 03, 2022

**Kondramutla Maheswara Rao**  
Candidate ID:C2023465  
Narsaraopeta College

Dear Maheswara Rao ,

**Congratulations - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.**

Since Inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066  
Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com  
CIN: U74140KA2005PTC036309



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



**Mu Sigma**

## **TERMS & CONDITIONS**

### **Joining Date:**

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### **Compensation:**

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### **Medical Insurance:**

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- **Critical Illness benefit cover:** This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### **General:**

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560068

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

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CIN: U74140KA2005PTC036309



Mu Sigma

Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000

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CIN: U74140KA2005PTC036309

19-4/13



**Mu Sigma**

Date: August 03, 2022

**Sneha Latha Kovuri**  
Candidate ID:C2023403  
Narsaraopeta College

Dear Sneha Latha,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. **Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.**

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CIN: U74140KA2005PTC038309



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Mu Sigma

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---

## **Mu Sigma Business Solutions Private Limited**

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Mu Sigma

## TERMS & CONDITIONS

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- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

---

## Mu Sigma Business Solutions Private Limited

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CIN: U74140KA2005PTC036309





Mu Sigma

**Governing law:**

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**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with MuSigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066 Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

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**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066 Tel: +91

80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com

CIN: U74140KA2005PTC036309

K. Venkatesh  
1947/A04K4



Letter of Intent

November 24, 2022  
Venkatesh Kuruvella  
Narasaraopeta Engineering College, Narasaraopet.

Dear Venkatesh Kuruvella,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Monica Mathur  
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,  
Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500  
ICD: 1722900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19-4KJ

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/11, V3 Tech Enclave, Sector 3,  
RUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081.  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4452

Date: -14 Feb 2023

Dear Lankemalla Lakshmalah,

**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 on **1 August 2023** Your final assessment dates from the client will inform you during the training period.

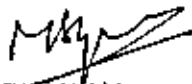
**Welcome to Savantis India Family.**

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P

19-4K6

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4453

Date: -14 Feb 2023

Dear Mogill Ajay 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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



amdocs

Dear *Mudigarla Anuhya*,

*Mudigarla Anuhya  
19471A04K7*

Congratulations on your offer and welcome to Amdocs!

We are very excited to have you on board.

You will be joining an organization that continuously reinvents itself, creating a culture of innovation, and thus you will have many opportunities to grow and develop.

- We are hopeful you will find your time with us to be challenging and fulfilling!

Please feel free to reach out to us with any questions.

## WHAT DOES THIS KIT INCLUDE?

○ In the following you will find an overview of your employment terms:

- Employment Terms; Compensation; Benefits
- Working Hours
- Employee Undertakings
- End of Employment
- Miscellaneous and Additional Conditions
- Exhibit A – Confidentiality, IP Assignment, Non-Competition and Non-Solicitation Agreement



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.












Date: May 26, 2023  
 Ms. Mudgarla Anuhya  
 Andhra Pradesh

### Employment Agreement

We are pleased to confirm your employment with **Amdocs Development Centre India LLP** ("Amdocs") under the terms and conditions provided herein, effective as of **June 15, 2023** ("Start Date").

#### 1. Employment Terms; Compensation; Benefits

(a)	<b>Position</b> 	<b>Functional Test Engineer</b>
(b)	<b>Location</b> 	Amdocs offices in <b>Pune, India</b> . <ul style="list-style-type: none"> <li>Domestic and international travel may be required, in accordance with Amdocs' business needs.</li> <li>Work location may be changed to facilitate Amdocs' business needs.</li> </ul>
(c)	<b>Annual Total Remuneration (on a Cost to Company basis) gross</b> 	<b>INR 530,000.00 (Five Lakh Thirty Thousand Rupees Only)</b> gross, divided into the following annual components: 1. Basic salary - INR 212000.00 2. House Rent Allowance - INR 212000.00 3. Provident Fund (employer contribution) - INR 25440.00 4. Leave Travel Allowance - INR 80560.00  <ul style="list-style-type: none"> <li>Payable on a monthly basis, in accordance with Amdocs' payroll practices.</li> <li>Annual discretionary salary review, as of <b>July 2024</b> and each year thereafter.</li> </ul>
(d)	<b>Statutory Bonus</b> 	Eligibility and payment subject to The Payment of Bonus Act, 1965, if applicable.
(e)	<b>Gratuity</b> 	Eligibility and payment subject to The Payment of Gratuity Act, 1972, upon end of employment after completion of at least five years of continuous employment.
(f)	<b>Annual Bonus</b> 	<ul style="list-style-type: none"> <li>Eligibility for an annual bonus, subject to: (i) the terms and conditions of the applicable [Annual Incentive Plan (AIP)] OR [India Discretionary Bonus Plan (IDB)]; (ii) your and Amdocs' performance; and (iii) you being employed by Amdocs for at least six months prior to payment of the bonus.</li> <li>Payment of such annual bonus (if any) shall be in [January][November], and the amount thereof will be determined by Amdocs, in its sole discretion.</li> </ul>
(g)	<b>Annual Vacation</b> 	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.  You shall also be entitled to additional absence days and holidays, in accordance with Amdocs policy and applicable law.
(h)	<b>Annual Sick Leave</b>	To be granted, accrued and used in accordance with Amdocs' policy and applicable law.



*Mudgarla Anuhya*  
 PRINCIPAL  
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 (AUTONOMOUS)  
 NARASARAOPETA - 522 601.  
 Guntur (Dist) A.P.



19471A0 4K8  
Nallagatla Sreeja

Date: 26/04/2023

Dear Nallagatla Sreeja,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales, Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:

- i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
- ii. If any documents furnished by you for this employment is found false/fabricated.
- iii. Adverse report of your background verification.

The terms and conditions of appointment shall be effective from your date of joining.

1.2 You will initially report to Kiran Poojari, which can subsequently be changed at the sole discretion of the company.

**2. EMOLUMENTS AND TAXES:**

2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.

2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, income tax, other taxes and levies which it is liable to deduct at source as applicable.

2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**TERMINATION:**

3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

Regd. Office, Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110070, India  
Tel: +91 11 4666 6100 Fax: +91 11 4166 6137 E-mail: 121@in.airtel.com,

Corporate Identity Number: U64201DL1997PLC091001



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.





a full time or part time basis, with any other person or entity.

3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:

- i. if you do not join within the stipulated date, unless extended in writing.
- ii. if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.

3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### INITIAL POSTING AND TRANSFER:

4.1 Your initial place of posting shall be at **Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.**

4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.

4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.

4.4 As per the exigency of business, you may be required to carry out addition work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

- i. while employed by the Company and in connection with the business of the Company or a related body

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NARASARAOPET - 522 601



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, Intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.

- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.

- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.

- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.

- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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NARASARAOPET - 522 601.  
Guntur (Dist.). A.P.



and accordingly, the Company will be entitled, to Injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## 7. LEAVES AND OTHER SERVICE BENEFITS:

7.1 Your working days shall be six (6) days a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.

7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.

7.3 You are entitled to the certain benefits over and above your TCC. in accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:

- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
- II. Group Term Life Insurance (GLI) with an Insurance coverage of INR 25, 00,000/- (death arising due to any reason).
- III. Group Personal Accidental Insurance (GPA) with an Insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
- IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time. Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## 8. RETIREMENT:

8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## 9. CONTINUATION OF EMPLOYMENT:

9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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(AUTONOMOUS)

NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.




take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

 Yours faithfully,

*Pravara Vuma.*

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Nallagatta Sreeja-Signature





*My*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**ANNEXURE A:**

Name **Nallagatla Sreeja**  
Job Name **Account Manager - SB**  
Department: **Sales.Emerging Business**  
Band **SM**  
Designation **Executive**  
D.O.J **09/05/2023**

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I. Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II. Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaime Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.		
**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay payout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_



Nallagatla Sreeja-Signature

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Guntur (Dist.), A.P.



ANNEXURE B:



*My*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

Regd. Office: Bharti Crescent, 1, Nelson Mandela Road, Vasant Kunj Phase II, New Delhi - 110 070, India  
Tel: +91 11 4868 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com,  
Corporate Identity Number: U64201DL1997PLC091001



Date: 26/04/2023

Subject: Coverage Under Sales Incentive Plan

Dear Nallagatla,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

*Pravina Venna*

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Nallagatla Sreeja-Signature



*My*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19471A04K9  
NANDAM VEERA RAGHAVU

**COGENT**  
AND SOFTWARE CONSULTING

## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear N.Veera Raghavulu

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogent.eservices.com](http://www.cogent.eservices.com)



  
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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Narra Venkateswarlu,  
2-144/B,Valaparla,Martur,Bapatla  
Andhra Pradesh, India,523260  
Document ID - 2e829f7d-1fef-4900-be41-6466ec07da5b

Dear Narra Venkateswarlu,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

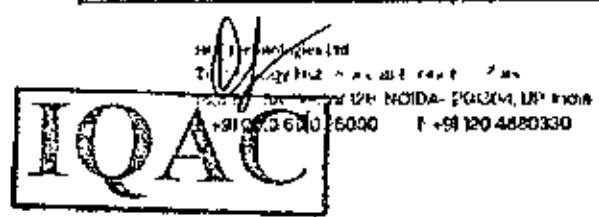
You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Signature of Employee:



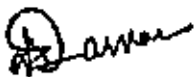
Corporate Identity Number: L74100DL1991PLC046369  
Registered Office:  
806 Siddharth, 56, Nehru Place, New Delhi, India  
Principal Narasaraopet Engineering College  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

2

Signature of Employee:

P. Raja

M

19471A04L2

**Letter of Intent | Vodafone Idea | Internship 2023**

1 message

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, Nov 29, 2022 at 16:52

To: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (Internal)

Hello,

Greetings from Vodafone Idea!

This has reference to your application for Internship. We are pleased to offer you the same effective 5<sup>th</sup> Dec 2022 in our SNOC office, Hyderabad on the following terms & conditions.

1. You will be on Internship effective from 5<sup>th</sup> Dec 2022 to 3<sup>rd</sup> March 2023. The Internship facilities so offered do not constitute employment and are liable to be withdrawn any time without notice.
2. You will be paid a consolidated stipend of Rs.15,000 per month during your Internship period. This stipend is an all-inclusive payment and will not attract any other allowance or benefits.
3. You will be bound by rules & regulations in regard to general conduct, which may be framed from time to time. Your project guide and mentor would be assigned post joining.
4. Please note that your project Internship facility thus offered to you, shall automatically come to an end with effect from 3<sup>rd</sup> March 2023 after working hours unless withdrawn earlier or extended in accordance with clause no 1.
5. This is an assignment of a highly confidential nature and sensitive information may come into your possession during the course of your assignment. It is understood that this information will not be divulged to any third party without prior written consent from us.
6. You are required to do a Presentation and submit a Project Report at the end of the assignment.
7. You will be evaluated in the 3<sup>rd</sup> month of your internship and basis the performance will be offered full time opportunity with us as 'Graduate Engineering Trainee'

If you are agreeable to the above terms & conditions, please respond/reply to all in the email stating "I accept the internship with all the following terms and conditions".

All the Best!

Regards

Khyati Mishra

Asst. General Manager-HR

Corporate Technology-Hyderabad



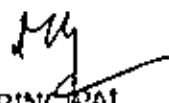
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

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Logo

Description This E-Mail (including any attachments) may contain Confidential and/or legally privileged information automatically and is meant for the Intended recipient(s) only. If you have received this e-mail in error and are not the Intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its Intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.

  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

19-424



**Mu Sigma**

Date: August 03, 2022

**Bhanu Ayappa**  
**Peravali**  
**Candidate ID: C2023404**  
**Narsaraopeta College**

Dear Bhanu Ayappa,

**Congratulations - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.**

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066  
Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: info@mu-sigma.com | Website: www.mu-sigma.com  
CIN: U74140KA2005PTC036309



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**Mu Sigma**

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka – KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- Critical illness benefit cover: This will be in the form of a one-time payment of sum Insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

---

### **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka – KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309





Mu Sigma

Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026; Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (In INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309

19-427

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 F, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4454

Date: -14 Feb 2023

Dear S.Shariqa,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A0469



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744459/Hyderabad**  
**Date: 24/11/2022**

Ms. Shaik karishma  
11-165/ Sivalayam street  
Nadendla  
Guntur- 523302,  
Andhra Pradesh.  
Tel# -

Dear Shaik karishma

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



TCSL/DT20229744459

**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

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

TCS Group Employee ID: 1000 000 0111

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 512 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Ms. Shaik karishma
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

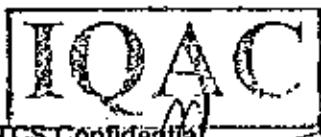
\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



TCS Confidential  
TCSL/DT2022/74459

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 7 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501,  
Guntur (Dist.), A.P.

19-4M4



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE TOWNSHIP

Date: 12-04-2023

EMP Id: 202309457

## FIXED TERM EMPLOYMENT CONTRACT

Dear S. Deepak Kumar,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

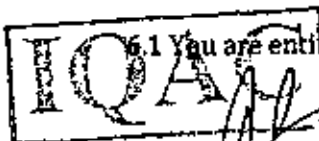
### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 6J1  
Guntur (Dist.), A.P.



Address: Etim 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

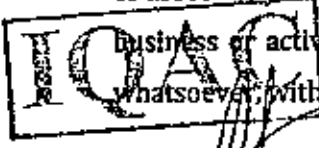
10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

*[Handwritten Signature]*  
PRINCIPAL  
NARASARAOPET ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE ECIL SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.


## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

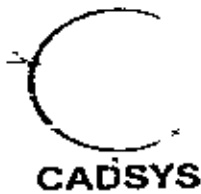
Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 517 311  
Guntur (Dist.), A.P.  
Signature of the Employee

Address: Ecil 'X' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

194M7



# CADSYS (INDIA) LTD

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

30<sup>th</sup> March, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/16/03/2023

To  
Mr. Narendra Kumar Vaka,  
H. No : 4-15, Amaravathi Village,  
Guntur District, Andhra Pradesh – 522020.

Dear Mr. Narendra Kumar V,

**Sub: Offer Letter**

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as **Jr. Design Engineer** in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family – that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.


You need to report on **10<sup>th</sup> April 2023** at the address given above to complete the joining formalities, which includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



### **Secrecy and Duty:**

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute **Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement** which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### **Misconduct**

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### **Termination of employment:**

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of **Rupees One Lakh (Rs.1,00,000) towards the liquidated damages.** To this effect, before joining the company you shall provide an irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

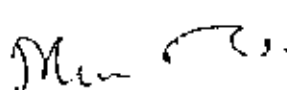

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.

Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

Manager - Human Resources

I accept the terms of this letter

---

**ANNEXURE-A**

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (In Rs)	
	MONTHLY	YEARLY
Basic	9000	108000
House Rent Allowance	3600	43200
Professional Development Allowance	900	10800
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1900	22800
<b>Gross Salary (A)</b>	<b>18000</b>	<b>216000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1728	20736
Employee Contribution to ESI*	176	2112
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>15946</b>	<b>191352</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1728	20736
Contribution to ESI*	764	9168
Gratuity	433	5192
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>26425</b>	<b>317096</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



19-4M8

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no, 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4455

Date: -14 Feb 2023

Dear Yadala Chandra Mahesh 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.

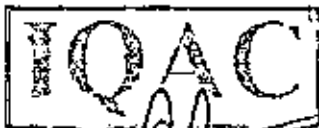
The training will commence on 1 August 2023 Your final assessment dates from the client will inform you during the training period.


Welcome to Savantis India Family.

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

  
**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

19471A04NO  
Thinnalusi Bindu Madhav



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear T. Bindu Madhav

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 801,  
Guntur (Dist.), A.P.

19-4N1.

# savantis

Savantis Solutions India Pvt Ltd,  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 63 F, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4456

Date: -14 Feb 2023

Dear Konga Brahma 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.

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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

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



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19471A04112  
Gangula Ravi Teja Reddy



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear G. Raviteja Reddy

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1<sup>st</sup> May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



*Mu*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19-426



# SURYA TECH SOLUTIONS

LEADING VENTURE IN THE CONSTRUCTION

Date: 12-04-2023

EMP Id: 202309458

## FIXED TERM EMPLOYMENT CONTRACT

Dear P. Narasimha Naidu,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

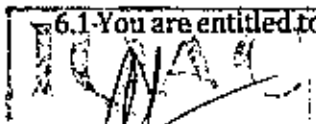
You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1-You are entitled to Sick Leave working days of paid sick leave.



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Address: Ecll 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

PRINCIPAL  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Address: Ecil 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001,  
Guntur (Dist.), A.P.

Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

20475A0402

PEswar

M

## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

2 messages

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, Apr 11, 2023 at 3:05 PM

To: eswarpaladugu444@gmail.com

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (internal).

To  
Eswar P,

### Congratulations! Welcome to Vodafone Idea Limited!

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 'I accept the offer with mentioned terms and conditions')
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

**IQAC**

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	Variable Pay is @ 15% of Fixed Pay
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	

# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.

# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.

# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged Information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.

eswar paladugu <eswarpaladugu444@gmail.com>

To: Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, Apr 11, 2023 at 4:12 PM

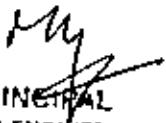


Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

Thank You

I accept the offer with mentioned terms and conditions  
[Quoted text hidden]

  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

2047510403

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 F, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4457

Date: -14 Feb 2023

Dear Lingala Grace,

**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 on **1 August 2023**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:2023.02.14

**Manish Modi**  
Manager Recruitment

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

20475 AO 404

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/1, V3 Tech Enclave, Sector 2,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 626 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4458

Date: -14 Feb 2023

Dear Bolla Anusha,

**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 on **1 August 2023** Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

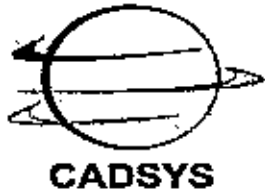
Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Handwritten signature*  
**PRINCIPAL**  
MARATHA ENGINEERING COLLEGE  
CALCUTTA  
MARATHA ENGINEERING COLLEGE  
CALCUTTA



Name: Prasanthi Devarapalli

Roll No: 20475A0405

**CADSYS (INDIA) LTD**

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

21<sup>st</sup> April, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/16/03/2023

To  
Ms. Prasanthi Devarapalli,  
2-42/b, Satuluru,  
Guntur District,  
Andhra Pradesh - 522549.

Dear Ms. Prasanthi D,

**Sub: Offer Letter**

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as Jr. Design Engineer in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family – that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on 03<sup>rd</sup> May 2023 @ 9:45 AM at the address given above to complete the joining formalities, failing which this offer will be treated as invalid.

The joining formalities includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.



Page 1 of 4

My  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



### Secrecy and Duty:

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### Misconduct

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

### Termination of employment:

During the period of probation your employment can be terminated by the company without notice and with or without any cause.


During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.

  
**IQAC**



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 500  
Guntur (Dist.), A.P.

### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the Intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.

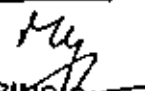
Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

I accept the terms of this letter

  
Manager - Human Resources



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.  
**CADSYS**

**ANNEXURE-A**

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (in Rs)	
	MONTHLY	YEARLY
Basic	9000	108000
House Rent Allowance	3600	43200
Professional Development Allowance	900	10800
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	1900	22800
<b>Gross Salary (A)</b>	<b>18000</b>	<b>216000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1728	20736
Employee Contribution to ESI*	176	2112
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>15946</b>	<b>191352</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1728	20736
Contribution to ESI*	764	9168
Gratuity	433	5192
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>26425</b>	<b>317096</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



**IQAC**

*M. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

20475A0406  
Srinivas Ella



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309534

## FIXED TERM EMPLOYMENT CONTRACT

Dear E.SRINIVAS,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting


You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Address: Eel 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecil X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000 (based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager



*[Signature]*  
**IQAC**

Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.com](http://www.suryatechsolutions.com)  
NARASARAOPET ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Ramya Kocharla
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto:60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522501.  
 Guntur (Dist.), A.P.

TCS Confidential  
 TCSL/DT20229728060

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





K. Ramya  
20475-10411

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229728060/Hyderabad**  
**Date: 08/06/2022**

Ms. Ramya Kocharla  
3-62 Opposite To The M.P.P. School,  
Andhra Pradesh,  
Bollavarammuppallamandalam-522403,  
Andhara Pradesh.  
Tel# 91-8466975310

Dear Ramya Kocharla,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT/20229728060

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist.), A.P.

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

**IQAC**





GROSS SALARY SHEET

Annexure 1

Name	Ramya Kocharla
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
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Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

TCS Confidential  
TCS/0120229728060

**IQAC**

**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

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

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 691  
Guntur (Dist.). A.P.

20475A0412  
D. Harsha Vardhan



**Letter of Intent**

November 24, 2022  
Dulam Vardhan  
Narasaraopeta Engineering College, Narasaraopet

Dear Dulam Vardhan,

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur  
Vice President, Recruitment-India & APAC

*D. Harsha Vardhan*

[I accept this offer].



**HEXAWARE TECHNOLOGIES LTD.**

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



*HV*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 691  
Guntur (Dist.), A.P.



Date: 26/04/2023

Dear Velpula Ravi Kumar,

With reference to your application and the subsequent interview, we are pleased to offer you a position as Account Manager - SB at Executive level in the Sales.Emerging Business department in band SM in Bharti Airtel Services Limited. The terms and conditions of your appointment are as follows:-

**1. APPOINTMENT AND REPORTING:**

- 1.1 This offer of appointment is purely provisional subject to your joining on or before 09/05/2023 and it shall stand withdrawn forthwith in the event of following:
  - i. If any information provided by you is found to be incorrect or misrepresented or concealment of any important information.
  - ii. If any documents furnished by you for this employment is found false/fabricated.
  - iii. Adverse report of your background verification.
 The terms and conditions of appointment shall be effective from your date of joining.
- 1.2 You will initially report to Klran Poojari, which can subsequently be changed at the sole discretion of the company.

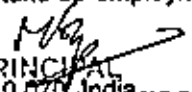
**2. EMOLUMENTS AND TAXES:**

- 2.1 Your remuneration will be as per the details provided in Annexure annexed hereto.
- 2.2 You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including if applicable any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The Company is entitled to deduct from your remuneration, Income tax, other taxes and levies which it is liable to deduct at source as applicable.
- 2.3 All information regarding your remuneration and terms of employment are confidential and you shall not divulge the contents to any other employee of the Company.

**3. TERMINATION:**

- 3.1 Either the Company or you may terminate your employment at any time, without assigning any reasons, by providing two (2) months' written notice or two (2) months' basic salary in lieu thereof. However, considering that during the course of your employment with the Company, you shall be privy to or shall otherwise have access to sensitive and confidential information of the Company, which may include products' related information for existing or conceived products, business plans, information related to existing and planned projects, vendors and partners' related information and other valuable information of the Company or you may be or needed to be engaged in a project that needs to be completed or for the needs of other business reasons/requirements, in the event you choose to terminate your employment with the Company, the Company shall have the right to refuse acceptance of two (2) months' basic salary in lieu of notice period and (i) require you to continue to serve the Company during the notice period or any part thereof, OR (ii) for the duration of the notice period or any part thereof, require that you do not perform any official duties or attend office and return all assets provided by the Company, provided however that during such notice period or part thereof, you shall not take up employment or any other engagement (including as a consultant or advisor), whether on

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 Tel: +91 11 4666 6100 Fax: +91 114166 6137 E-mail: 121@in.airtel.com  
 Corporate Identity Number: U64201DL1997PLC091001

  
 PRINCIPAL  
 NARASARAOPET ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.





a full time or part time basis, with any other person or entity.

3.2 Your employment shall stand terminated forthwith without any notice in the event of the following:

- i. if you do not join within the stipulated date, unless extended in writing.
- ii. if you are held guilty of any offence involving moral turpitude or any breach of the code of conduct of the Company.

3.3 Upon termination of your employment, you (or your legal heirs as the case may be) will complete the exit formalities and shall immediately return to the Company, any and all documents, manuals, documented confidential information (without making any copies thereof and/ or extracts therefrom), kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company. You (or your legal heirs as the case may be) shall also deliver to the Company immediately all notes, analyses, summaries and working papers relating thereto. Prior to leaving the Company, you will also ensure that all your outgoing/ pending activities are successfully completed and properly handed over to the satisfaction of your reporting manager.

#### 4. INITIAL POSTING AND TRANSFER:

4.1 Your initial place of posting shall be at Hyderabad @ AP-Hyderabad-Splendid Towers-Circle.

4.2 However, at the sole discretion of the Management, you will be liable to be transferred /deputed from one place to another any where in India or abroad and/or from one department to another or from one establishment to another and/or to any other concern including to any of Company's affiliates, associates, group companies and/or entities in which the Company may be having any interest whether existing or which may be set up in future.

4.3 Consequent upon your transfer, all the existing terms and conditions of your employment shall remain same.

4.4 As per the exigency of business, you may be required to carry out additional work for the Company's affiliates/associates/group companies.

#### 5. GENERAL EMPLOYMENT OBLIGATIONS:

5.1 During your employment with us, you shall not be engaged, concerned or interested directly or indirectly in any other occupation, business or employment whatsoever (either for remuneration or on a honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of above, the company shall be entitled to take appropriate action.

5.2 You shall be governed by the service rules and regulations of the Company, as amended by the Management, from time to time including the code of conduct, the terms of which are hereby incorporated by reference. You shall sincerely abide by and carry out operational instructions/procedures as contained in the Company's guidelines and other administrative instructions as may be issued by the Management from time to time.

5.3 The work product generated by you while performing the services during the term of your employment, including all electronic data, papers, worksheets, logs, records, reports, documents, training material and other materials developed or prepared by you, shall be the sole and exclusive property of the Company. Without limiting the generality of the foregoing, the Company will own all intellectual property rights in any work, invention, discovery, improvement or design, which you make or conceive:

- i. while employed by the Company and in connection with the business of the Company or a related body

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Corporate Identity Number: U64201DL1997PLC091001



corporate; or

- ii. by using the resources, facilities, or confidential information of the Company or its affiliates/associates/group companies.

For the purposes of this clause, intellectual property rights include, but are not limited to, rights in relation to or arising from patents, design registrations, trademarks and copyright. You undertake to execute necessary documents and do all such acts, at the request of the Company that may be required to give effect to this provision. You shall return to the Company such materials upon the termination of your employment or at the request of the Company at any time during the term of your employment.

- 5.4 You will be responsible for the safe custody of all documents, manuals and kits and other property belonging to the Company that may be entrusted to and/ or placed in your possession by virtue of and/ or during the course of your employment with the Company.
- 5.5 Being a managerial cadre employee you will be responsible for the overall smooth and effective functioning of the department / establishment / office / staff / employees under your charge and will be directly responsible for the successful and timely completion of any job / work assigned to you or any person working under your control and supervision and/or within the department / establishment/office of which you are for the time being holding the charge. You would adhere to the norms of office discipline. You would also be responsible to ensure proper and effective adherence to the norms of office discipline including working hours, systems and procedures by the staff / employees working under your supervision and/or in the department/ office / establishment under your charge.
- 5.6 You shall keep the Management informed of your latest postal address at all times and intimate in writing in case of change of address. Any communication sent to you by the management on your last known address (as intimated by you) shall be deemed to have been duly served notwithstanding the fact that you have changed your address.

## 6. CONFIDENTIALITY:

- 6.1 You shall not, except as authorized or required by your obligations in terms hereof, reveal to any person or entity any of the trade secrets, secret or confidential information, information contained in any manuals or dealings or any information concerning the organization, business, finances, transactions or affairs of the Company and/or its affiliates/associates/group companies (confidential information), which may come to your knowledge and/ or be imparted to you by the Company during his employment hereunder. You shall hold in strict confidence, all such confidential information. This restriction shall survive termination of your employment with the Company without limit in point of time but shall cease to apply to information or knowledge which may come into the public domain without any of fault on your part.
- 6.2 You shall not during the term of your employment or at any time thereafter, use or permit to be used, any information, notes or memoranda relating to the business and/ or transactions of the Company and/or its affiliates/associates/group companies which may come to your knowledge and/ or possession by virtue of his employment with the Company for any purpose other than for the benefit of the Company.
- 6.3 You acknowledge that the breach of any of the provisions of Clause 6 hereof will cause irreparable loss and harm to the Company which cannot be reasonably or adequately compensated by damages in an action at law,

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;



and accordingly, the Company will be entitled, to injunctive and other equitable relief to prevent or cure any breach or threatened breach thereof, but no action for any such relief shall be deemed to waive the right of the Company to an action for damages.

## **7. LEAVES AND OTHER SERVICE BENEFITS:**

7.1 Your working days shall be six (6) days' a week starting from Monday to Saturday, subject to any changes as per requirement of the Company at its sole discretion. You will be entitled to a total of 30 (thirty) days of General Leaves in a calendar year which shall be inclusive of casual, sick, privilege and annual leaves and shall be subject to any amendment, at the sole discretion of the Company and in accordance with the applicable laws.

7.2 Holidays and other service benefits shall be as per applicable laws and the rules of the management as framed from time to time and applicable to the managerial cadre employees in the office/establishment/department in which you are for the time being posted including maternity benefits as per the Parental Leave Policy of the Company, as applicable.

7.3 You are entitled to the certain benefits over and above your TCC. In accordance with the applicable policies of the Company, as amended from time to time, at Company's sole discretion. Currently, the following benefits are being provided to Band SM employees:

- I. Phone Usage Allowance (PUA) of upto INR 1000/- per month.
- II. Group Term Life Insurance (GTLI) with an insurance coverage of INR 25, 00,000/- (death arising due to any reason).
- III. Group Personal Accidental Insurance (GPA) with an insurance coverage of INR 20,00,000/- (death/disabilities due to accidents).
- IV. Complimentary Health Checkup: Once in every 3 years (Age: 18-35 years); Once in every 2 years (Age: 35-45 years); Once in a year (above 45 years).

In addition to the above, you are eligible to avail educational program benefits in accordance with the Continuing Education Program Policy (CEP Policy), as amended from time to time. Currently, it allows reimbursement of 75% of specified course tuition fees, subject to a maximum of INR 5,00,000/- (Indian Rupees Five Lacs only)

## **8. RETIREMENT:**

8.1 You shall retire on the attainment of 58 years unless specially required by the Company in writing to continue in service beyond this age. Your employment shall stand terminated on the last working day of the month of your retirement for which no notice shall be required.

## **9. CONTINUATION OF EMPLOYMENT:**

9.1 It is understood that this employment is being offered to you on the basis of the particulars submitted by you with the Company at the time of recruitment process. However, if at any time it should emerge that the particulars furnished by you are false/incorrect or if any material or relevant information has been suppressed or concealed this appointment will be considered ineffective and irregular and would be liable to be terminated by the management forthwith, without notice. This will be without prejudice to the right of the management to

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take disciplinary action against you for the same.

9.2 Your appointment and its continuation is subject to your being medically fit and the Management reserves its right to ask you to undergo medical examination, as and when deemed necessary.

**10. GOVERNING LAW AND JURISDICTION:**

10.1 This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of [Delhi] whether they be civil courts, labour courts, industrial tribunals or any other courts or authority of whatsoever nature.

In case this offer of employment is acceptable to you, as a token of your acceptance of the terms and conditions of employment offered, please accept the offer online by clicking the Accept Button. You are also requested to indicate the date on which you are willing to join the Company.

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Velpula Ravi Kumar-Signature

**ANNEXURE A:**

Name: Velpula Ravi Kumar  
Job Name: Account Manager - SB  
Department: Sales.Emerging Business  
Band: SM  
Designation: Executive  
D.O.J: 09/05/2023

**Proposed Total Cost to Company (TCTC) Breakup:**

Sr. No.	Components	Amount (INR Per Annum)
<b>I.Fixed Components (Mandatory)</b>		
1	Basic	1,60,200
2	PF	21600**
3	Gratuity	7,706
4	Interim Statutory Bonus	30,000
<b>Total - I</b>		<b>2,19,506</b>
<b>II.Flexible Benefits Plan (Optional Cafeteria Basket)</b>		
1	HRA/CLA	Upto 50% of Basic Salary, As per company policy
2	Supplementary Allowance	As per Actuals
3	Special Allowance	Actuals, as Opted for
4	Mediclaime Insurance	As per Company Policy
<b>Total - II</b>		<b>1,20,919</b>
<b>Total Fixed Pay (A) = I + II</b>		<b>3,40,425</b>
<b>Total Variable Pay (B)*</b>		<b>60,075</b>
<b>Total Cost to the Company (TCC) = A + B</b>		<b>4,00,500</b>
*Payable as per the Annual Performance Bonus Scheme and Annual Performance Bonus Policy or SIP Policy of the Company, as applicable of the Company.		
**Amount is indicative, actual PF will be calculated as per PF norms, subject to maximum of INR 21600 per annum.		
An amount of INR 30,000/- per annum (monthly capping of INR 2500) will be reimbursed on account of business travel on submission of expense claim on expense portal. This is applicable only for band SM (specific roles) and Management reserves the right to modify or terminate this benefit without prior notice.		
Any amount incurred by the Company for your relocation expenses or paid to you by the Company in lieu of notice pay buyout or as joining bonus will be recovered in full in case you exit from the Company before completing one year of service from your date of joining and any taxes paid / payable on the same shall be borne by you		

Yours faithfully,

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above

Dated \_\_\_\_\_

Velpula Ravi Kumar-Signature





**ANNEXURE B:**



Date: 26/04/2023

**Subject: Coverage Under Sales Incentive Plan**

Dear Velpula,

With reference to your letter of appointment dated 26/04/2023 this is to inform you that you shall be covered under the Sales Incentive Plan(SIP) of the Enterprise Services by virtue of your role and business unit of deployment.

Under this Sales Incentive Plan, your Total Variable Pay (TVP) mentioned in Annexure-A will be substituted by Variable Pay (Potential to earn) of Rs 60,075 per annum on the given target achievement, which will be governed by the terms and conditions of the aforesaid Sales Incentive Plan, as applicable.

In the event of your transfer to another Business or another role which is not covered under SIP of Enterprise Services, the Total Cost to Company (TCTC) as mentioned in TCTC annexure will become applicable to you.

Yours faithfully,

A handwritten signature in cursive script, appearing to read "Ravi Kumar Velpula".

Authorized Signatory  
Bharti Airtel Services Limited

I have gone through the aforesaid terms and conditions / terms of appointment and have fully understood the same. I hereby accept the above appointment on the terms and conditions stated herein above.

Dated \_\_\_\_\_

\_\_\_\_\_  
Velpula Ravi Kumar-Signature

20475A0416  
Y. Yogalakshmi



## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

Misra , Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, Apr 11, 2023 at 12:45 PM

To: yogalakshmi1101@gmail.com

Cc: N1 , Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (internal)

To  
Yoga Lakshmi,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention I accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

PRINCIPAL

NABASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.



<b>Annexure : Compensation Details</b>			
	<b>Rupees per Month</b>	<b>Rupees per Annum</b>	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOG (Hyd)

+91 9885014741s

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 Guntur (Dist.), A.P.



G. Dharani Devi

20475A0417

## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>  
To: g.dharanivdl@gmail.com  
Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Tue, Apr 11, 2023 at 12:41 PM

Classification: Classification Level: C2 (Internal)

To  
G Dharani,

Congratulations! Welcome to Vodafone Idea Limited!

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention 7 accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!

### Annexure : Compensation Details

	Rupees per Month	Rupees per Annum
Monthly Component (A)		
Basic Salary	15,000	180,000
Management Allowance#	7,587	91,040
HRA @ 50% of Basic	7,500	90,000

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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

<b>Retirals (B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
<p># Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.</p>			
<p># Management Allowance &amp; Target Variable Pay, Inclusive of statutory bonus, if any, applicable under statute.</p>			
<p># The TVP/Incentive (basis applicability) amount mentioned above, is at Target (Inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.</p>			

Best Regards,

Khyati Mishra

AGM-HR-CODE & SNOC (Hyd)

+91 9885014741s

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M. U.  
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 (AUTONOMOUS)  
 NARASARAO PETA - 522 601  
 Guntur (Dist.) A.P.

20475ADY22



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229744460/Hyderabad**  
**Date: 24/11/2022**

Mr. Bollisetty leela srinivasa kumar  
3-126 /Tyallur  
Pedakurapadu  
Guntur 522436,  
Andhra Pradesh.  
Tel# -

Dear Bollisetty leela srinivasa kumar

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee In Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



TCS Confidential  
TCSL/DT20229744460

**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

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

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 521 601  
Guntur (Dist.), A.P.



**GROSS SALARY SHEET**

**Annexure 1**

Name	Mr. Bollisetty leela srinivasa kumar
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



TCS Confidential  
TCSL/DT202297/4460

**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

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

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 514 501  
Guntur (Dist.), A.P.



LE-20-413



**Mu Sigma**

Date: August 03, 2022

Narendra Nagineni  
Candidate ID:C2023405  
Narsaraopeta College

Dear Narendra,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences Journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.

---


## Mu Sigma Business Solutions Private Limited

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: A-Mator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560056

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [Info@mu-sigma.com](mailto:Info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



**Mu Sigma**

## **TERMS & CONDITIONS**

### **Joining Date:**

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### **Compensation:**

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### **Medical Insurance:**

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical Insurance scheme.
- Critical Illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### **General:**

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

---

## **Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

---

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309



Mu Sigma

**Annexure 1**

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (In INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000

**Mu Sigma Business Solutions Private Limited**

Registered Office: Aviator Building, Level 14, Ascendas – ITPL SEZ Zone Whitefield Road, Bangalore, Karnataka - KA – INDIA – 560066

Tel: +91 80 7154 8000 | Fax: +91 80 7154 8060 | Email: [info@mu-sigma.com](mailto:info@mu-sigma.com) | Website: [www.mu-sigma.com](http://www.mu-sigma.com)

CIN: U74140KA2005PTC036309

20475AD0424  
Bansara Vamsi Krishna



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear B.Vamsi Krishna

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

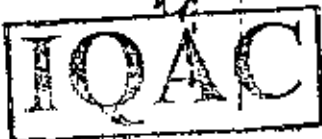
Cogent E Services Limited

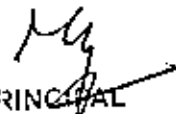
1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogeteservices.com](http://www.cogeteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 681.  
Guntur (Dist.), A.P.



20475A0425  
V-Deva Krishna Sumanth

## Offer Letter\_Vodafone Idea\_Graduate Engineering Trainee\_Hyd

1 message

Misra, Khyati (COR), Vodafone Idea <khyati.misra@vodafoneidea.com>

Tue, 11 Apr, 2023 at 3:10 pm

To: devakrishna248@gmail.com

Cc: N1, Sreenivasulu (COR), Vodafone Idea (External) <sreenivasulu.n1@vodafoneidea.com>

Classification: Classification Level: C2 (internal)

To

Deva Krishna Sumanth,,

**Congratulations! Welcome to Vodafone Idea Limited!**

With reference to your application and subsequent selection process, we are pleased to include you as part of the Graduate Engineering Trainee Program in our Organization. On joining, you shall be designated as Graduate Engineering Trainee in the Technology-SNOC function. Your place of posting will be Hyderabad.

We are enclosing the details of your compensation package of Rs. 4,50,000 along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited on 4<sup>th</sup> Sep, 2023 (Tentative) and clearing your final semester exams with 60%. You will have to submit a copy of your final semester results/marksheet before joining us. (Kindly Reply to all to accept this offer and mention I accept the offer with mentioned terms and conditions)
2. Your submission of health declaration form
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).
4. Completion of both doses of COVID-19 Vaccination.

Kindly accept this letter indicating your acceptance of our terms and conditions by 17<sup>th</sup> Apr 2023. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth mandatory -PAN Card and Aadhar Card (In case you don't have any of these available as of now, kindly apply and make sure you submit both documents on or before joining us.
- Self-attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)

Please note that all the above documents and Information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us!



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

2021-22

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
<b>Monthly Component (A)</b>			
Basic Salary	15,000	180,000	
Management Allowance#	7,587	91,040	
HRA @ 50% of Basic	7,500	90,000	
<b>Retirals ( B)</b>			
Provident Fund @ 12% of Basic	1,800	21,600	
Gratuity @ 4.81% of Basic	722	8,664	
<b>Total Fixed Pay (A+B)</b>	<b>32,609</b>	<b>391,304</b>	
<b>Variable Target (C)</b>			
Variable Target Pay*	4,891	58,696	<b>Variable Pay is @ 15% of Fixed Pay</b>
<b>Target CTC (A+B+C)</b>	<b>37,500</b>	<b>450,000</b>	
# Payout as per applicable (Target Variable Pay/Target Commission (Sales Incentive Plan) and continued employment with Vodafone Idea Limited as per policy.			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
# The TVP/Incentive (basis applicability) amount mentioned above, is at Target (inclusive of statutory bonus, if any) and actual payout against it can range from nil to the upper limit as may be prescribed in line with the Variable Pay guidelines/policy of the Company. The final decision on any Variable Pay payout will be at the sole discretion of the Company.			

Best Regards,

Khyati Mishra

AGM-HR-CODE &amp; SNOC (Hyd)

+91 9885014741

This E-Mail (including any attachments) may contain Confidential and/or legally privileged information and is meant for the intended recipient(s) only. If you have received this e-mail in error and are not the intended recipient/s, kindly delete this e-mail immediately from your system. You are also hereby notified that any use, any form of reproduction, dissemination, copying, disclosure, modification, distribution and/or publication of this e-mail, its contents or its attachment/s other than by its intended recipient/s is strictly prohibited and may be construed unlawful. Internet Communications cannot be guaranteed to be secure or error-free as information could be delayed, intercepted, corrupted, lost, or may contain viruses. Vodafone Idea Limited does not accept any liability for any errors, omissions, viruses or computer shutdown (s) or any kind of disruption/denial of services if any experienced by any recipient as a result of this e-mail.



My  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.



20475 A0426



# SURYA TECH SOLUTIONS

LEADING VENDOR TO THE PUBLIC SECTOR

Date: 12-04-2023

EMP Id: 202309459

## FIXED TERM EMPLOYMENT CONTRACT

Dear T. Ganesh,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 09-10-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.


### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1. You are entitled to Sick Leave working days of paid sick leave.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 001  
Guntur (Dist.), A.P.

Address: Equi 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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 or research, without the prior permission of the Company.

Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Address: Eelax roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

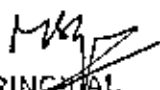
## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 527 501.  
Guntur (Dist.), A.P.  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)

Feb 2, 2023

No 33, Kt munlanjinappa  
Layout, Kattigenahalli.  
Yelahanka.  
Bangalore  
India

Dear **NIHARIKA TIRUMALSETTI**

We take great pleasure in inviting you to be an integral part of Concentrix Technology Services India Pvt Ltd.

Congratulations! on being selected for the position of Associate Engineer at Concentrix Technology Services India Pvt Ltd. We are enclosing herewith your letter of appointment, which may kindly be sent to us with your signature in each page as a token of acceptance.

Please note that the offer of appointment is subject to satisfactory completion of your reference check and medical examination.

Please keep us informed of your date of joining at least one week in advance. In case you may need any clarifications regarding your job, salary, or any policy, please contact

Concentrix  
E-Mail [dpconcentrix@gmail.com](mailto:dpconcentrix@gmail.com)

As a part of the joining process, you are requested to bring the following documents on the day of joining.


Photocopies of

- SSLC (X Std) Marks Card / Birth certificate.
- Degree / Diploma / Highest qualification certificate along with marks cards (all semesters).
- Relieving letter from the previous organisation or Accepted Resignation letter
- Experience letter.
- Passport copies.
- Form 16 (Income Tax) from previous employer (if applicable)
- 6 passport size photographs.

Please bring the original education certificates / mark sheets for verification..

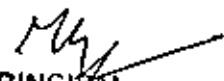
We look forward to you having a long and fruitful relationship with Concentrix.

Yours sincerely,  
For **CONCENTRIX TECHNOLOGY SERVICES INDIA**

  
Ravi Sankar K  
General Manager - Talent Acquisition



Concentrix Technology Services India Pvt Ltd  
114 Mansata Embassy Tech park Nagawara, Transandra,  
Bangalore - 560 043.

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Feb 2, 2023

No 33, Kt muntanjinappa  
Layout, Kattigenahalli,  
Yelabanka,  
Bangalore  
India

Dear **NIHARIKA TIRUMALSETTI**

We have pleasure in appointing you in our Company as Associate Engineer at Bangalore or in such other capacity the management shall from time to time determine. Please note that the employment terms contained in this letter are subject to Company policy.

**1. APPOINTMENT**

- a. Your date of appointment is effective from the date of joining which shall be as soon as possible
- b. You will be on probation for a period of one year from the date of your appointment. If in the opinion of the Company you are found suitable in the appointed post you will be confirmed.
- c. The retirement age is 58 years.
- d. You will be liable to be transferred in such capacity as the Company may from time to time determine to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.

**2. COMPENSATION**

You will be eligible to receive the following:

- a. Basic salary of Rs.25,55.00/- per month.
- b. You will be paid House Rent Assistance of Rs.6,285.00/- per month.
- c. You will be paid a Commutation Allowance of Rs.2,220.00/- per month.
- d. You will be paid Concentrix Benefit Plan (CBP) amount of Rs.14,230.00/- per month.
- e. Quarterly Performance Linked Compensation of Rs.1,163.00/- per month. The Quarterly Performance Linked Compensation program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management.
- f. You will be entitled to other compensation and benefits in accordance with the Company policy as modified and intimated to you from time to time.
- g. Your salary will be reviewed periodically as per Company policy.
- h. Changes in your compensation are discretionary and will be subject to and on the basis of effective performance and results during the period and other relevant criteria.

**IQAC**

Concentrix Technology Services India Pvt Ltd  
D4,Manvata Embassy Tech park Nagawara, Thanisandra,  
Bangalore - 560 045

*M/S*  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

3. **OTHER BENEFITS**

You will be entitled to the following:

- a. Leave, holidays and working hours as applicable to your category of employees and location of posting.
- b. Perquisites, if any, as applicable to your category of employees and / or based on functional requirements as determined by the company.
- c. Participate in the Company Provident Fund Scheme as per the rules and policies applicable to your category of employees.
- d. Participate in the Company Medical Assistance Program and Contributory Mutual Benefit Program for your category of employees.
- e. Company sponsored and administered Employee Benefits Programme for management employees, comprising of gratuity plan, survivor benefit plan and industrial injury benefits.

4. **RESPONSIBILITIES**

- a. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. You will be expected to work extra hours to achieve the above whenever the job so requires. In this connection, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of Concentrix, whether directly or indirectly.
- b. You will be required to undertake travel on Company work for which you will be reimbursed travel expenses as per the Company policy applicable to you.
- c. We at CONCENTRIX are committed to ensure "Integrity" in all aspects of its functioning. Please ensure that you comply with the policies of the company as they form an integral part of the terms of employment with Concentrix. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new Policies may be introduced from time to time. As and when this happens, the Company will notify you and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or this letter, shall immediately be brought to the notice your Business Unit Head.
- e. In connection with your employment and during the term of your employment you shall disclose and assign to CONCENTRIX as its exclusive property, all developments developed or conceived by you solely or jointly with others and shall comply with the Policies of the Company in relation to Intellectual Property



Concentrix Technology Services India Pvt Ltd  
D4, Manjara Embassy Tech park Nagawara, Thanisandra,  
Bangalore - 560 045.

*My*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

5. **CONFLICT OF INTERESTS**

- a. You are required to engage yourself exclusively in the work assigned by CONCENTRIX and shall not take up any independent or individual assignments (whether the same is part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Concentrix.
- c. The Conflict of Interests Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with Concentrix (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - I Any employee of CONCENTRIX to terminate their employment with CONCENTRIX or to accept employment with any competitor, supplier or any customer with whom you have a connection.
  - II Any customer or vendor of Concentrix to move his existing business with Concentrix to a third party or to terminate his business relationship with Concentrix.
  - III Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, understand the position of CONCENTRIX and resolve the conflict


6. **CONFIDENTIALITY**

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the confidentiality policy of the company. Therefore, please ensure that you maintain as secret and confidential all Confidential Information (as defined from time to time in the Confidentiality Policy of the Company) and shall not use or divulge or disclose any such Confidential Information except as may be required under obligation of law or as may be required by CONCENTRIX and in the course of your employment. This covenant shall endure during your employment and for a period of one year from the cessation of your employment with Concentrix (irrespective of the circumstances of, or the reasons for, the cessation).
- b. **Assignment of Intellectual Property**

During your tenure with the Company you shall disclose and assign to Concentrix as its exclusive property, all developments developed or conceived by you solely or jointly with others that are related to the Company's business or that results from work that you perform for the Company or using the Company's equipment, supplies or facilities and shall comply with the Policies of the Company in relation to Intellectual Property



Concentrix Technology Services India Pvt Ltd  
D4, Manayata Embassy Tech park Nagawara, Thanisandra,  
Bangalore - 560 045.

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

7. GENERAL

- a. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable for removal from service without notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which relate to your commitments under this Agreement.
- b. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this Agreement shall continue in full force and effect.
- c. These employment terms supersede and replace any existing agreement or understanding, if any, between Concentrix and you relating to the same subject matter.

8. NOTICE PERIOD

This contract of employment is terminable, without reasons, by either party giving one month notice during probationary period and two months notice on confirmation. Concentrix reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period.

9. ON SEPERATION

On acceptance of separation notice, you will immediately give upto the company before you are relieved, all correspondence, specifications, formulae, books, documents, cost of data, market data, literature, drawings, effects or shall not make or retain any copies of these items.

Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

Yours sincerely,  
For CONCENTRIX TECHNOLOGY SERVICES INDIA

  
Ravi Sankar K  
General Manager - Talent Acquisition

I agree to accept employment on the terms and conditions mentioned in the above letter.

Name:

Signature :

Place:

Date :



Concentrix Technology Services India Pvt Ltd  
D4,Manayata Embassy Tech park Nagawara, Thanisandra,  
Bangalore - 560045.

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**SALARY STACKUP**

NAME : NDJARKA TIRUMALSETTI  
DESIGNATION : Associate Engineer  
LOCATION : Bangalore  
Career group : GROUP A3

ELEMENTS	Amount in INR
Basic Pay	25,550.00
House Rent Allowance	6,285.00
Benefits Plan (BP)	14,230.00
Commutation Allowance	2,220.00
Additional Allowance	1,163.00
<b>Total Fixed Cash</b>	<b>49,548.00</b>
Provident Fund	1,948.00
Gratuity	400.00
<b>Monthly Gross</b>	<b>47,100.00</b>
<b>Annual Gross</b>	<b>565,200.00</b>

- \* Medical Assistance Scheme (MAS) limit is up to one month's basic salary per annum or Rs 15,000/- whichever is higher.
- \* Medical Benefit Scheme (MBS) limit is Rs.50,000/- per annum.
- \* Mediclaim limit is Rs.2,00,000/- per annum.
- \* CBDT hospitalisation limit is Rs.10,000/- per annum.
- \* Group Personal Accident Insurance Cover will be for Rs.12,00,000/-.
- \* Life Insurance cover will be Rs 14,00,000/-.

Please note that your compensation is personal to you and you are requested not to share details of the same with others.

Yours sincerely,  
For CONCENTRIX TECHNOLOGY SERVICES INDIA

Ravi Sankar K  
General Manager - Talent Acquisition



Concentrix Technology Services India Pvt Ltd  
D4, Manvata Embassy Tech park Nagawara, Thanisandra,  
Bangalore - 560 045

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**CONFLICT OF INTEREST**

Wipro Infotech has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealing with the suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest.

1. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold on open market or the interest is not material.
2. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become the contractor, supplier or customer, except with the knowledge and consent of top management.
3. For an employee to serve as an officer, director or in any other management capacity or as consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
4. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
5. For an employee or any dependent member of his family to accept commission, a share in profits or other payment, loans (other than with established banking or financial institution), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

---

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will inform top management.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

**IQAC**

Concentrix Technology Services India Pvt Ltd  
D4, Manvata Embassy Tech park Nagawara, Thanisandra,  
Bangalore - 560 015.

*Mg*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COI  
(AUTONOMOUS)  
NARASARAOPETA - 522 60  
Guntur (Dist.), A.P.

19-201

# HCLTech

hcltech.com

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear AMARTHALURI PADMA PRIYANKA,  
4-22-36/3, RAMALAYAM STREET, SUNDIPENTA,  
Andhra Pradesh, India, 518102  
Document ID - 2e829f7d-1fef-4900-be41-6853ah05f23c

Dear AMARTHALURI PADMA PRIYANKA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee** in band **E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to submit the documents listed in **Annexure III**. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

**Annexure IV** provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 12B, NCRDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4580330

Corporate Identity Number: 1741400L299PLC046369  
Registered Office:  
806 Siddharth, 96, Nehru Place, New Delhi - 110029, India

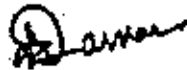
Signature of Employee: *Mgp*  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.  
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

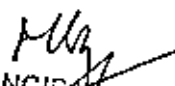
Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist), A.P.

2

Signature of Employee:

19-202



NTHR/22-23/V211

Date-11th November 2022

To,  
**ANNADASU BALAJI**  
S/o. A.Subba Rao, 1-6A,  
MAINROAD, PIRATLANKA, REPALLE,GUNTUR,  
ANDHRA PRADESH, 522264

Dear ANNADASU BALAJI

**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai. The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a six-month probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



Neebal Technologies Pvt.Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	Shivarjun Regulagadda	
<b>DESIGNATION</b>	Trainee Software Engineer	
<b>BAND</b>	1	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹86,400.00
Earned Gross Salary	₹14,400.00	₹86,400.00
TDS (10%)	₹1,600.00	₹9,600.00
Cost to Company	₹16,000.00	₹96,000.00



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P

**OFFER LETTER**

**CORPTEAM SOLUTIONS**

203

Dear Mr. / Ms: **BONIGE RAJESH**

Date:  
**8-06-2023**

Address : **Narasaraopeta**

This has reference to your application and the subsequent interview/ test, which you had during the Campus drive at: **NARASARAOPETA ENGINEERING COLLEGE.**

You have been selected for the position of **NETWORK ENGINEER** Salary: **2.2 L P/A.**

Date of joining **05-08-2023** for further process we request you to come at our below given office address, with all your documents.

**Documents:**

1. 4 pass photos,
2. updated Resumes,
3. All one set Xerox of educational certificates,
4. PAN Card,
5. Address proofs (Aadhar Card / Election Card / Ration Card / driving licence, etc...).

**Address**

**CORPTEAM SOLUTIONS.**

**401,4<sup>TH</sup> Floor, Manjeera Majestic Commercial, near jntu, Hitech city main road, KPHB, Kukatpally, Hyderabad-500072, Office Phone: 9100972887.**

**Acknowledgement**

I have understood the contents of this letter. I have also read & understood. I accept the offer of appointment and all terms and conditions of corpteam solutions, and hereby sign of duplicate copy of this letter as a token

Of my acceptance of the same.

Authorized Name & Signature of Recruiter

Name & Signature of Applicant

**CORPTEAMSOLUTIONS**

**401,4<sup>TH</sup> Floor, Manjeera Majestic commercial, Near jntu, Hitech city main road, KPHB, Kukatpally, Hyderabad-500072.**

**Mail:hr@corpteamsolutions.com**

**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 601**  
**Guntur (Dist.), A.P.**

**IQAC**



DOC: - SA/TA/Hyd/2023/4429

Date: -14 Feb 2023

Dear Hemanth Kumar Kondareddy,

**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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



## OFFER LETTER

Date:04-05-2023

Dear KAKANI HANISH  
College: Narasaraopeta Engineering College

**Position: Auto Service Trainee**

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.


Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory



  
NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA (AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Narasaraopeta (Dist.), A.P.

19-208



Letter of Intent

November 24, 2022  
KAKUMANU SAI RAGHAVENDRA AKHIL  
Narasaraopeta Engineering College

Dear K.SAI RAGHAVENDRA AKHIL

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

*Monica Mathur*

Monica Mathur

Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - 11, 'A' Block TTC Industrial Area, Mahape, Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500  
(CIN) : L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)

*M. K. P.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3A, V3 Tech Enclave, Sector 3,  
HITEC Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2139

Date: -14 Feb 2023

Dear Mallikarjuna Reddy K,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



**Principal**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

OFFER LETTER

211



Dear Mr. / Ms: **KANDULA GOPI**

Date:  
8-06-2023

Address : **Narasaraopeta**

This has reference to your application and the subsequent interview/ test, which you had during the Campus drive at: **NARASARAOPETA ENGINEERING COLLEGE.**

You have been selected for the position of **NETWORK ENGINEER** Salary: **2.2 L P/A.**

Date of joining **05-08-2023** for further process we request you to come at our below given office address, with all your documents.

Documents:

1. 4 pass photos,
2. updated Resumes,
3. All one set Xerox of educational certificates,
4. PAN Card,
5. Address proofs (Aadhar Card / Election Card / Ration Card / driving licence, etc...).

Address

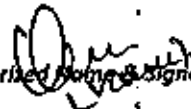
**CORPTEAM SOLUTIONS.**

401, 4<sup>TH</sup> Floor, Manjeera Majestic Commercial, near jntu, Hitech city main road, KPHB, Kukatpally,  
Hyderabad-500072. Office Phone: 9100972887.

Acknowledgement

I have understood the contents of this letter. I have also read & understood. I accept the offer of appointment and all terms and conditions of corpteam solutions, and hereby sign of duplicate copy of this letter as a token

Of my acceptance of the same.

  
Authorized Name & Signature of Recruiter

  
Name & Signature of Applicant

**CORPTEAMSOLUTIONS**

401, 4<sup>TH</sup> Floor, Manjeera Majestic commercial, Near jntu, Hitech city main road, KPHB,  
Kukatpally, Hyderabad-500072.

Mail: [hr@corpteamsolutions.com](mailto:hr@corpteamsolutions.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 804  
Guntur (Dist.) A.P.

NTHR/22-23/V223

Date-11th November 2022

To,  
**KOVURI SIVA TEJA**  
 S/o. KOVURI NAGA MALLESWARA RAO,  
 VETENARY HOSPITAL,  
 NARASARAOPETA,  
 GUNTUR-DIST, ANDHRA PRADESH-522616

Dear **KOVURI SIVA TEJA**

**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai. The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

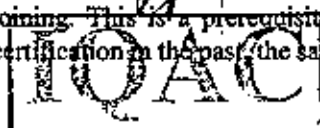
Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



*Siva*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 NARASARAOPETA  
 Guntur (Dist.)

Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	<b>Shivarjun Regulagadda</b>	
<b>DESIGNATION</b>	<b>Trainee Software Engineer</b>	
<b>BAND</b>	<b>1</b>	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹36,400.00
Earned Gross Salary	₹14,400.00	₹36,400.00
TDS (10%)	₹1,600.00	₹9,600.00
Cost to Company	₹16,000.00	₹96,000.00




*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4430

Date: -14 Feb 2023

Dear Stepheno Lidiy Melam,

**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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2245346 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Lokesh Sal**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- δ You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of **3 (Three) months** from the date of joining.
- δ You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to Annexure - B for breakup of your intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000. ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



*M. S. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE.  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**Annexure - A**

**Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (in Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



*M. V. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

## OFFER LETTER

Date:04-05-2023

Dear PAGOLU NAVEEN  
College: Narasaraopeta Engineering College

Position: Auto Service Trainee

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of Auto Service Trainee. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.


Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card.

**Address :**

Tata Strive, Tata Motors  
Jasper industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory

  
**IQAC**

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**OFFER & APPOINTMENT LETTER**

Offer Release Date: September 27, 2023

Dear RAVI KUMAR RAMYA,  
 1-1/1-9, ALLASIMHADRI,  
 VIDHADARAPURAM,  
 Andhra Pradesh, India, 522413  
 Document ID - 2e829f7d-1fef-4900-be41-6782bk05d25a

Dear RAVI KUMAR RAMYA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrears/backlogs.



*M. G. S.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 600  
 Guntur (Dist.), A.P.

Signature of Employee:

19-222

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Gowtham Yadav S,  
D.No: 13-4-5, temple Road, Narasaraopeta.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Gowtham Yadav S

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as Software Engineer Trainee in our organization Dhruvsoft Services Private Limited

**2. START DATE**


Your employment with the Company shall commence on 1<sup>st</sup> June 2023 ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 60081



Appendix – 2  
 Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, In case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

**TOAC**

*M. S. J.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 500081



Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



*M. G. S.*  
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 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.



# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3M, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY G4 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2259

Date: -14 Feb 2023

Dear Harsha Vardhan V,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

NTHR/22-23/V223

Date-11th November 2022

To,  
**NAGARADONA VEERANJINEYULU**  
 S/O. N.Sivaiha,  
 Sbi Road, Repalle,  
 Guntur-Dist, Andhra Pradesh-522265

Dear **NAGARADONA VEERANJINEYULU**

**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

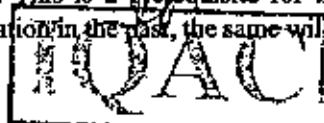
Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



*Handwritten signature*  
**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	Shivarjun Regulagadda	
<b>DESIGNATION</b>	Trainee Software Engineer	
<b>BAND</b>	1	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹86,400.00
Earned Gross Salary	₹14,400.00	₹86,400.00
TDS (10%)	₹1,600.00	₹9,600.00
Cost to Company	₹16,000.00	₹96,000.00



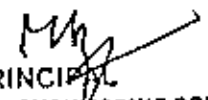
*Kln*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.

  
**IQAC**

  
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NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4339

Date: -14 Feb 2023

Dear Thota Narendra 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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**Letter of Intent**

November 24, 2022

**SHAIK MOHAMMAD SUHEL**  
Narasaraopeta Engineering College

**Dear SHAIK MOHAMMAD SUHEL**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

- As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur

Vice President, Recruitment-India & APAC



*Mg*  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**HEXWARE TECHNOLOGIES LTD.**

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

[CIN]: L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)



L206

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222868325/Hyderabad**  
**Date: 05/5/2023**

Mr. Hemant Krishna Thota  
8-269, Stalin Nagar,  
Singarayakonda,  
Prakasam-523101  
Andhra Pradesh  
Tel#91-9912283985

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of Assistant System Engineer-Trainee in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be 3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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



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## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto `60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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## **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 087 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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



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(AUTONOMOUS)

NARASARAO PETA - 522 60

Guntur (Dist.), A.P.





## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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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

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

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



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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



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

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

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### TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

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



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NARASARAOPET - 522 601

Guntur (Dist.), A.P.



## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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**TATA CONSULTANCY SERVICES**

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Guntur (Dist.), A.P.



**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter

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

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

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



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(AUTONOMOUS)  
Gunur (Dist.), A.P.

## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear VANKAYALAPATI NAVYA,  
 4-2-124, ARUNDALPET,  
 GUNTUR,  
 Andhra Pradesh, India, 522002  
 Document ID - 2e829f7d-1fef-4900-be41-6484hc05e15s

Dear VANKAYALAPATI NAVYA,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrears/backlogs(s)



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 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

Signature of Employee:

NTHR/22-23/V253

Date-11th November 2022

To,  
**SHAIK MOHAMMED ABRAR**  
 S/O. SK.Mastan,  
 Near Darga,Muppala ,  
 Guntur-Dist, Andhra Pradesh-522408

Dear **SHAIK MOHAMMED ABRAR**

**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai, The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

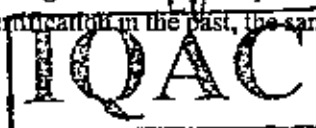
Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a six-month probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.



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 NARASARADPETA - 522 601  
 Guntur (Dist.) A P

Neebal Technologies Pvt. Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

**Annexure A**

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

<b>NAME</b>	Shivarjun Regulagadda	
<b>DESIGNATION</b>	Trainee Software Engineer	
<b>BAND</b>	1	
<b>MONTHLY COMPONENT (Deductions will be applied based on actuals)</b>	<b>Per Month (INR)</b>	<b>Per Annum (INR)</b>
Gross Salary	₹14,400.00	₹86,400.00
Earned Gross Salary	₹14,400.00	₹86,400.00
TDS (10%)	₹1,600.00	₹9,600.00
Cost to Company	₹16,000.00	₹96,000.00



*M. V. S.*  
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Guntur (Dist.), A.P.

\*Flexi Allowance (Claimable) - This allowance is a "Flexi Basket" of various non-taxable components. The Flexi Allowance includes claimable for the expenditure done by you under various heads as given in the table below. You can opt for all or some of them depending on what you intend to claim. When you submit bills, these claimable become tax-free to the extent of the maximum limit given in the table. Else they will be taxed. Please note this is part of your CTC.

Flexi Allowance (Claimables) *	Maximum Limit (monthly)
Fuel Reimbursement	Rs. 3000
Mobile Reimbursement	Rs. 1500
Internet Reimbursement	Rs. 2000
Books & Periodical Reimbursement	Rs. 2000

\*\*Additional Benefits given in the above CTC structure are a cumulation of Employer Provident fund, Gratuity, Group Medical Insurance and Accidental Cover.



*M. G.*  
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(AUTONOMOUS)  
NARASARAO PETA - 522 601.  
Guntur (Dist.), A.P.





LR09.

Offer: Computer Consultancy  
Ref: TCSL/DT20222868337/Hyderabad  
Date: 05/5/2023

Mr. Pavan Kunchanapalli  
7-128-2,  
Near Sai Baba Temple,  
Solasa-522234  
Andhra Pradesh  
Tel#91-9441152141

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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**TATA CONSULTANCY SERVICES**

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

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(AUTONOMOUS)  
NARASARAOPET 522 601  
Guntur (Dist), A P



**PERFORMANCE PAY**

**Monthly Performance Pay**

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

**Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

**CITY ALLOWANCE**

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

**XPLORE/ LEARNING INCENTIVES**

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**OTHER BENEFITS**

**Health Insurance Scheme**

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

HIS offers the following benefits:

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TCSL/DT20222868337

**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

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 071

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



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NARASARAOPET - 522 661  
Guntur (Dist.), A.P.



**RETIRALS**

**Provident Fund**

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

**Gratuity**

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

**TERMS AND CONDITIONS**

**1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

TCS Confidential  
TCSL/DY20222868337

**TATA CONSULTANCY SERVICES**

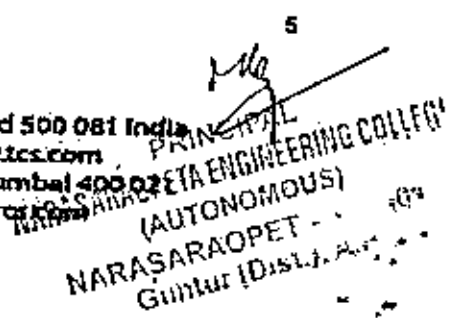
Tata Consultancy Services Limited

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

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

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





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

**9. Confidentiality Agreement**

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

**10. Service Agreement**

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

**11. Work in SBWS mode**

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

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

TCS Confidential  
TCSL/DT20222868337

**TATA CONSULTANCY SERVICES**

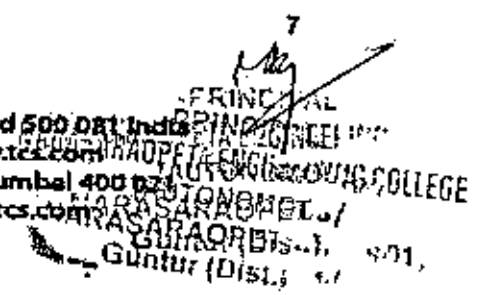
Tata Consultancy Services Limited

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

TCS Careers Serviceline: 1800 209 31 11 Email: careers@tcs.com





## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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TCSLDT20222868337

11

## 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

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

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



PRINCIPAL

NARASARAOPETA ENGINEERING CO.

(AUTONOMOUS)

NARASARAOPETA - 527

Guntur (Dist.), A.P.



**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter

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

TCS Confidential  
TCSL/DT20222888337

**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

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

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



*Handwritten notes and stamps:*  
NARASARAOPET  
ENGINEERING COLLEGE  
(AUTONOMOUS)  
GURURAJ 127...

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3A, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2212

Date: -14 Feb 2023

Dear Ranga Babu T,

**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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

L211

DOC: - SA/TA/Hyd/2023/4349

Date: -14 Feb 2023

Dear K Bala Murali Krishna,

**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 mark sheet.
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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**OFFER LETTER**

L212

Date:04-05-2023

Dear MUTYALA UDAY BHASKARA CHARI  
College: Narasaraopeta Engineering College

**Position: Auto Service Trainee**

Congratulations!

We are pleased to inform you that your profile has been selected by TATA STRIVE for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

Please note that you need to carry the below mentioned documents at the time of reporting.


- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory

  
**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

20-213



Letter of Intent

November 24, 2022

**CHIRUMALA NAGA MALLESWARA RAO**  
Narasaraopeta Engineering College

Dear **CHIRUMALA NAGA MALLESWARA RAO**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur

Vice President, Recruitment-India & APAC



*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - E1, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, 400710, Tel.: +91 22 6791 9595, Fax: +91 22 6791 9500

(CIN): L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Navven Kumar Vangala,  
D.No: 4-3-59, Putta Vari Street,  
Narasaraopeta.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Navven Kumar Vangala,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of

Appendix – 2  
 Salary Breakup

<b>Salary Breakup</b>		
<b>Year 1</b>		
<b>Designation</b>	<b>Software Developer - I</b>	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

<u>Salary Breakup</u>		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

DOC: -SA/TA/Hyd/2023/4353

Date: -14 Feb 2023

Dear Padala Srinivasa Rao,

**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.
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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 **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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

L219

# savantis

Savantis Solutions India Pvt Ltd,  
2<sup>nd</sup> Floor, Plot no, 7/3/M, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad – 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4355

Date: -14 Feb 2023

Dear Dadi Yamuna ,

**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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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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

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

| GSTIN: 36AAECV8900H1Z7 | PAN: AAECV8900H |



Page 1 of 1  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA  
Guntur 15...

20-220



Letter of Intent

November 24, 2022

**ANIL BABU ANKAM**  
Narasaraopeta Engineering College

Dear ANIL BABU ANKAM

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarstity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Vice President, Recruitment-India & APAC



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





L221

Offer: Computer Consultancy  
Ref: TCSL/DT20222868351/Hyderabad  
Date: 2/6/2023

Ms. Naga Pravallika Bodeddula  
3/21,  
Manga Patnam,  
Mudunuru-534196  
Andhra Pradesh  
Tel#91-7995816309

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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Tata Consultancy Services Limited

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers ServiceLine: 1800 209 31 11 Email: careers@tcs.com

*M/S*  
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PRINCIPAL  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**IQAC**



**PERFORMANCE PAY**

**Monthly Performance Pay**

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

**Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

**CITY ALLOWANCE**

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

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**OTHER BENEFITS**

**Health Insurance Scheme**

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

HIS offers the following benefits:

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NARASARAOPETA - 524 001  
Guntur Dist.



## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

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### **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.

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(AUTONOMOUS)



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

#### 9. Confidentiality Agreement

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

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

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#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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 Sri Lankan 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,

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Guntur (Dist.), A.P.



(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

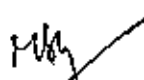
(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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Guntur (Dist.) A.P.



GROSS SALARY SHEET

Annexure 1

Name	Naga Pravallika Bodeddula
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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*[Signature]*  
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NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

OFFER LETTER

L22.



Dear Mr. / Ms: **DASARI YAMINI**

Address : **Narasaraopeta**

Date:  
**8-06-2023**

This has reference to your application and the subsequent interview/ test, which you had during the Campus drive at: **NARASARAOPETA ENGINEERING COLLEGE.**

You have been selected for the position of **NETWORK ENGINEER** Salary: **2.2 L P/A.**

Date of joining **05-08-2023** for further process we request you to come at our below given office address, with all your documents.

Documents:

1. 4 pass photos,
2. updated Resumes,
3. All one set Xerox of educational certificates,
4. PAN Card,
5. Address proofs (Aadhar Card / Election Card / Ration Card / driving licence, etc...).

Address

**CORPTEAM SOLUTIONS,**

**401, 4<sup>TH</sup> Floor, Manjeera Majestic Commercial, near Jntu, Hitech city main road, KPHB, Kukatpally, Hyderabad-500072. Office Phone: 9100972887.**

**Acknowledgement**

I have understood the contents of this letter. I have also read & understood. I accept the offer of appointment and all terms and conditions of corpTEAM solutions, and hereby sign of duplicate copy of this letter as a token

Of my acceptance of the same.


  
Authorized Name & Signature of Recruiter

  
Name & Signature of Applicant

---

**CORPTEAMSOLUTIONS**  
**401, 4<sup>TH</sup> Floor, Manjeera Majestic commercial, Near Jntu, Hitech city main road, KPHB, Kukatpally, Hyderabad-500072.**  
Mail: [hr@corpteamsolutions.com](mailto:hr@corpteamsolutions.com)



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear KONATHAM ROSHAN,  
 5-2, RAILPET,  
 KADAPA,  
 Andhra Pradesh, India, 516001  
 Document ID - 2e829f7d-1fef-4900-be41-5804ec07e15h

Dear KONATHAM ROSHAN,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee In band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to submit the documents listed in **Annexure III**. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

**Annexure IV** provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrears/backlogs.



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 NARASARAOPEETA  
 Guntur (Dist.)

Signature of Employee:



1235

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222868357/Hyderabad**  
**Date: 2/6/2023**

Mr. Nagur Babu Uppalapati  
7-3-2,  
Opposite Urdhu School,  
Durgi-522612  
Andhra Pradesh  
Tel#91-9542404337

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

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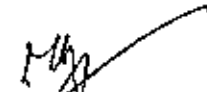
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#### 11. Work in SBWS mode

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

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

  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

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





#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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,

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Guntur (Dist.), A.P.

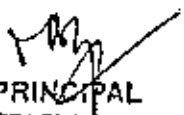




(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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**IQAC**



GROSS SALARY SHEET

Annexure 1

Name	Nagur Babu Uppalapati
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 80,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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NARASARAOPETA - Sec. 501  
Gundlupeta, A.P.







URB

Offer: Computer Consultancy  
Ref: TCSL/DT20222868365/Hyderabad  
Date: 2/6/2023

Mr. Demudu Naidu Vantaku,  
4-68,  
Velama Street,  
Lakkavaram-533254  
Andhra Pradesh  
Tel#91-9581751766

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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IQAC



## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto `60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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Guntur (Dist.), A.P.





## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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Registered Office Nirral Building, 9th Floor, Nariman Point, Mumbai 400 021  
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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

**9. Confidentiality Agreement**

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

**10. Service Agreement**

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

**11. Work in SBWS mode**

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


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

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NARASARAOPETA - 522 601,  
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#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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, multiple names, signature affidavits,

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APR 2022



(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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GROSS SALARY SHEET

Annexure 1

Name	Demudu Naidu Vantaku
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2; TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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## Letter of Intent

November 24, 2022

**DOREPALLI AKASH**  
Narasaraopeta Engineering College

Dear **DOREPALLI AKASH**

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

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXWARE TECHNOLOGIES LIMITED**

Monica Mathur

Vice President, Recruitment-India &amp; APAC



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Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/2235

Date: -14 Feb 2023

Dear Nizamuddin Syed,

**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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*MOG*  
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Guntur (Dist.), A.P.



L29

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222868542/Hyderabad**  
**Date: 23/7/2023**

Ms.Pulletikurthi Lakshmi Prasanna,  
26-28-300,4th Lane,  
A.TAgharam, Guntur,  
Andhra Pradesh-522004  
Tel#91-7815828582

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be 3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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

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



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist: A.P.)



## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto `60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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## **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

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

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



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NARASARAOPET - 522 461  
Guntur (Dist.), A.P.



## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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## **TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



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

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

  
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#### **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  
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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





## 22. 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.

## 23. Rules and Regulations of the Company

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

## 24. 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.

## 25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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OFF - 522 601,  
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**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

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

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





**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



Click here or use a QR code scanner from your mobile to validate the offer letter

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

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

O6ocanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

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Guntur (Dist.), A.P.

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2175244 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent/Dear**

**AKURATHI HEMANTH KUMAR,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in **Annexure-A** and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of **3 (Three) months** from the date of joining.
- o You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to **Annexure - B** for breakup of your Intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, (Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least **2 years** from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.





**Annexure - A**

**Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (in Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux In 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program In Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7

## OFFER LETTER

Date:04-05-2023

Dear BOLLINEDI MAMATHA  
College: Narasaraopeta Engineering College

**Position: Auto Service Trainee**

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on 10<sup>th</sup> July 2023 for attending the training.


Based upon your performance after the completion of training, you will be put in a salary package of Rs.12,000/- to Rs.18,000/- per month.

Please note that you need to carry the below mentioned documents at the time of reporting.

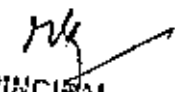
- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper Industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
Authorized Signatory



  
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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



## Letter of Intent

November 24, 2022

**PULLETIKURTHI SAI LAKSHMI PRASANNA**  
Narasaraopeta Engineering College

Dear PULLETIKURTHI SAI LAKSHMI PRASANNA

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For HEXAWARE TECHNOLOGIES LIMITED

Monica Mathur

Vice President, Recruitment-India &amp; APAC



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(AUTONOMOUS)
   
NARASARAOPET - 522 601
   
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4486

Date: -14 Feb 2023

Dear Sree Keerthi Narravula,

**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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment

  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.). A.P.



Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 500081



Date: 19 October, 2022

Tharun B,  
 D.No: 13-4, Thondapi.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Gowtham Yadav S

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- a. An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- b. Verification of documents listed in Appendix 1 of this letter.
- c. Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- d. You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



*M. Jay*  
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 NARASARAOPET - 522 604,  
 Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 500081



Appendix – 2  
 Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health Insurance amount is based on the number of persons covered.



*M. S. R.*  
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 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
 A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
 Hi Tec City, Madhapur,  
 Hyderabad - 500081



Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



*Mha*  
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 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081.  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2413

Date: -14 Feb 2023

Dear Karunakar Y,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**OFFER LETTER**

L-237



Dear Mr. / Ms: **CH VENKATESWARA REDDY**

Date:  
**8-06-2023**

Address : **Narasaraopeta**

This has reference to your application and the subsequent interview/ test, which you had during the Campus drive at: **NARASARAOPETA ENGINEERING COLLEGE.**

You have been selected for the position of **NETWORK ENGINEER** Salary: **2.2 L P/A.**

Date of joining **05-08-2023** for further process we request you to come at our below given office address, with all your documents.

**Documents:**

1. 4 pass photos,
2. updated Resumes,
3. All one set Xerox of educational certificates,
4. PAN Card,
5. Address proofs (Aadhar Card / Election Card / Ration Card / driving licence, etc...).

**Address**

**CORPTEAM SOLUTIONS.**

401, 4<sup>TH</sup> Floor, Manjeera Majestic Commercial, near jntu, Hitech city main road, KPHB, Kukatpally, Hyderabad-500072. Office Phone: 9100972887.

**Acknowledgement**

I have understood the contents of this letter. I have also read & understood. I accept the offer of appointment and all terms and conditions of corpteam solutions, and hereby sign of duplicate copy of this letter as a token

Of my acceptance of the same.

Authorized Name & Signature of Recruiter

Name & Signature of Applicant

**CORPTEAMSOLUTIONS**

401, 4<sup>TH</sup> Floor, Manjeera Majestic commercial, Near jntu, Hitech city main road, KPHB, Kukatpally, Hyderabad-500072.

Mail: [hr@corpteamsolutions.com](mailto:hr@corpteamsolutions.com)



**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPETA - 500081**  
Guntur, Andhra Pradesh



Letter of Intent

November 24, 2022

**PAPANABOINA BHANU PRASAD**  
Narasaraopeta Engineering College

Dear **PAPANABOINA BHANU PRASAD**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs. 15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexastar, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [camousconnect@hexaware.com](mailto:camousconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur



Vice President, Recruitment-India & APAC

*M. M.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/1, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081.  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2410

Date: -14 Feb 2023

Dear Govardhan D,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. K. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

# savantis

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HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2431

Date: -14 Feb 2023

Dear Venkata Rao R,

**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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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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. V. R.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

20-242



Letter of Intent

November 24, 2022

**VYKUNTAM NITISH KUMAR**  
Narasaraopeta Engineering College

Dear **VYKUNTAM NITISH KUMAR**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur



Vice President, Recruitment-India & APAC

*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
Hi Tec City, Madhapur,  
Hyderabad - 500081



Date: 19 October, 2022

Srikanth K,  
D.No:5-6-78,Near Church,  
MUPPALA

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Gowtham Yadav S

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as Software Engineer Trainee In our organization Dhruvsoft Services Private Limited

**2. START DATE**

Your employment with the Company shall commence on 1<sup>st</sup> June 2023 ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- Verification of documents listed in Appendix 1 of this letter.
- Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



*M. K. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Dhruvsoft Services Private Limited  
A3, Q2, 10<sup>th</sup> Floor, Cyber Tower,  
HI Tec City, Madhapur,  
Hyderabad - 500081



Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave. \*
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



*M. K. P.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222836412/Hyderabad**  
**Date: 23/7/2023**

Mr.Mandala Ramu,  
 133 Ankireddypalli,  
 Krosuru,  
 Andhra Pradesh-522134  
 Tel#91-9493567123

**Sub: Letter of Offer**

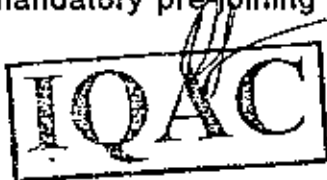
Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



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 TCSL/DT20222836412

**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

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

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

*M. Jayaram*  
 PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

NARASARAOPETA - 522 601.  
 Guntur (Dist.), A.R.





### Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

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



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

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TCSL/DT20222836412

13

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



**GROSS SALARY SHEET**

**Annexure 1**

<b>Name</b>	<b>Mr.Mandala Ramu</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Narasaraopeta Engineering College</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	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</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.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



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TCSL/ DT20222836412

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 (Gudalur (Dist.), A.P.  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com

*M/la*  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)

**NARASARAOPETA - 522 601**

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081.  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2321

Date: -14 Feb 2023

Dear Sai Varun CH,

**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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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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**Letter of Intent**

**November 24, 2022**

**PONDUGALA SRAVANI**  
Narasaraopeta Engineering College

**Dear PONDUGALA SRAVANI**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Sriruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

**For HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur



Vice President, Recruitment-India & APAC

*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA  
Guntur Dist.



L4A

L4A

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222868212/Hyderabad**  
**Date: 05/5/2023**

Mr. Venkata Kumpati  
10/2b Main Road,  
Vellaturu,  
Seetharamapuram-521229  
Andhra Pradesh  
Tel#91-9492852253

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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TCSL/DT20222868212

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Deccanpark, No. 1 Software Units Layout, Madhapur, Hyderabad 500 081  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

*M. K.*  
NARRASARAOPETA GOVERNMENT COLLEGE  
NARRASARAOPETA, NARRASARAOPETA, A.P.  
(SROVINDRAMP) 522 201  
NARRASARAOPETA, NARRASARAOPETA, A.P.

*QAC*



## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The Incentives gives you an additional earning potential of upto `60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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TCSLDT20222868212

## **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

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

TCS Careers Service line: 1 800 209 3111 Email: careers@tcs.com

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NARASARAOPET, - 522 601  
Guntur (Dist.), A.P.



**RETIRALS**

**Provident Fund**

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

**Gratuity**

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

**TERMS AND CONDITIONS**

**1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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TCSLDT20222868212

**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)



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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



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

**9. Confidentiality Agreement**

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

**10. Service Agreement**

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

**11. Work in SBWS mode**

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

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

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**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

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

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

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PRINCIPAL

ENGINEERING COLLEGE

(AUTONOMOUS)

NABASARAOPEY - 522 601

Guntur (Dist.), A.P.







#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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,

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#### 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

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

TCS Careers Service Line: 1600 209 3111 Email: careers@tcs.com



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(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**22. 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.

**23. Rules and Regulations of the Company**

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

**24. 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.

**25. Data Privacy Clause:**

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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**TATA CONSULTANCY SERVICES**

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



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VARASARAO  
PROFESSOR  
ENGINEERING COLLEGE  
GUNTUR (Dist.), A.P. - 522 601



**Withdrawal of Offer**

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

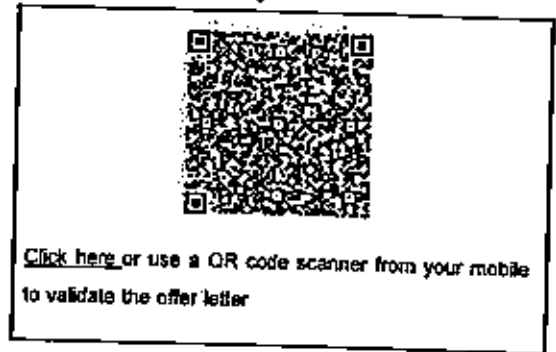
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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

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**TATA CONSULTANCY SERVICES**

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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 8363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2175247 / ELTP-CAMPUS / 2023

15-Dec-2022

Subject: Letter of Intent

Dear YADLA JEEVAN KUMAR

, This refers to the campus  
interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in **Annexure-A** and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of **3 (Three) months** from the date of joining.
- o You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to **Annexure - B** for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least **2 years** from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



**Annexure - A****Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

<b>Category</b>	<b>Udemy Course Name</b>	<b>Course Duration (In Hrs)</b>
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and jQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux In 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no: 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY GA P, Madhapur, Hyderabad - 500081.  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2337

Date: -14 Feb 2023

Dear Ramanjaneyulu P,

**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 on 1 August 2023 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



**Principal**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**OFFER LETTER**

650

Date:04-05-2023

Dear YALAMANDALA VINAY  
College: Narasaraopeta Engineering College

**Position: Auto Service Trainee**

Congratulations!

We are pleased to inform you that your profile has been selected by **TATA STRIVE** for the position of **Auto Service Trainee**. You are requested to report at the below address on **10<sup>th</sup> July 2023** for attending the training.

Based upon your performance after the completion of training, you will be put in a salary package of **Rs.12,000/- to Rs.18,000/-** per month.

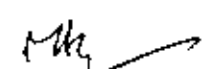
Please note that you need to carry the below mentioned documents at the time of reporting.

- Mark sheets of Academic Certificates (2 set of photocopies).
- 3 Photographs
- Ration card if any
- Aadhaar Card

**Address :**

Tata Strive, Tata Motors  
Jasper industries Pvt. Ltd.  
Near Raja Sree School,  
Peddamberpet  
Hayath Nagar, Hyderabad -501505

  
**Authorized Signatory**

  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 601**  
**Guntur (Dist.), A.P.**





Letter of Intent

November 24, 2022

**TANIKONDA BALU PRASAD**  
Narasaraopeta Engineering College

Dear **TANIKONDA BALU PRASAD**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur



*Mb*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 607  
Guntur (Dist.), A.P.

Vice President, Recruitment-India & APAC





L-253

**Offer: Computer Consultancy**  
**Ref: TCSSL/DT20229262355/Hyderabad**  
**Date: 24/11/2022**

Mr. Srinivasa Rao Setty  
4-3-51,  
Main Road,  
Piduguralla-522414,  
Andhra Pradesh.  
Tel# -9493526546

Dear Srinivasa Rao Setty,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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TCSSL/DT20229262355

**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

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



**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

○ For TATA Consultancy Services Limited

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



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

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TCSL/DT20229262355

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



GROSS SALARY SHEET

Annexure 1

Name	Srinivasa Rao Setty
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

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TCSL/DT20229262355

**TATA CONSULTANCY SERVICES**

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



**Annexure**

<p><b>Ahmedabad</b> TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p><b>Bangalore</b> TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p><b>BUBANESHWAR</b> TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p><b>Chennai</b> TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p><b>DELHI – Gurgaon</b> TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahar, Gurgaon - 122003, Haryana</p>	<p><b>DELHI – Noida</b> TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th floor, Galaxy Business Park, Block - C &amp; D, Sector - 62, Noida - 201 309,Up</p>
<p><b>Guwahati</b> TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati- 781006,Assam</p>	<p><b>Hyderabad</b> TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</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 Limited, Ecospace 18 building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p><b>KOCHI</b> TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</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</p>
<p><b>NAGPUR</b> TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</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 ,Kariyavattom P.O. Trivandrum - 695581, India</p>	

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2239276 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Nagendra Kumar M**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided;

- δ You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- δ You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- δ You will be under probation for a period of **3 (Three) months** from the date of joining.
- δ You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to Annexure - B for breakup of your intended Annual Salary package.
- δ In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- δ At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- δ You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



*M. K. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

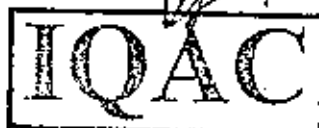
**Annexure - A**

**Learning and Certification:**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (In Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



*MK*  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 001  
Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3A, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 025 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2342

Date: -14 Feb 2023

Dear Rakesh CH,

**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 on **1 August 2023**. 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: 2023.02.14

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

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 881.  
Guntur (Dist.), A.P.



Expression of Interest

U 57

Date: 05 June 2023

Dear MUKKARALA ANIL KUMAR

We are pleased to convey through this Expression of Interest letter that you are being considered for the post of Customer Support Associate provided you fulfill other requirements. This letter is intended only as an Overview of the potential offer from Tech Mahindra Limited. The detailed terms and conditions of employment will be contained in an offer letter, which may be issued by the company and may contain additional provisions to those herein.

Proposed CTC: INR 150000 to 205000

Proposed DOJ: July 2023 to September 2023

We request you to submit the following documents on time, as they mandatory for our records and necessary for the completion of joining formalities if not your offer letter will not be processed.

- Copy of Class 10<sup>th</sup> Certificate & Class 12<sup>th</sup> Certificate & Degree certificates.
- Copy of Aadhar Card with (dd/mm/yyyy) and Pan Card.
- Original copy of LAST 3 Month PAY SLIP received (If applicable).
- Copy of Experience/Relieving and Appointment Letter from previous employer(s) (If applicable).
- Passport size photographs-3 nos.

Another round of Interview will be conducted at our company Premises. There after the company would issue an Offer Letter with details of all service terms and conditions and salary Annexure along with suitable Date of Joining. If any information furnished by you in your application is found to be incorrect or false or if you have suppressed material information regarding your qualification, experience, identity, etc. the company may withdraw this letter without any notice.

Please note this letter is not an offer or a legally binding contract of employment. An offer for employment shall be made to you at the sole discretion of the company and there is no obligation on the company to do so. An employee-employer relationship between you and company shall be established only upon the company's issuance and your acceptance of a legally binding agreement of employment.

Kindly sign and return a copy of this letter as a token of your acceptance of this expression of interest.

Candidate Signature Anil Kumar

~~Tech  
Mahindra~~

For,

Sincerely,

Resource Management Group

Tech Mahindra Limited





L58

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222868563/Hyderabad**  
**Date: 23/7/2023**

Mr.Siva Kumar Singam,  
133 Ankireddypalli,  
Veerapunayunipalli  
Cuddapah,  
Andhra Pradesh-516339  
Tel#91-9493747304

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

*Siva Kumar Singam*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P. 1

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**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

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

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





## PERFORMANCE PAY

### Monthly Performance Pay

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

### Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto `60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### Health Insurance Scheme

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

HIS offers the following benefits:

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## **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

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(AUTONOMOUS)  
NARASARAOPETA - 5223601  
Guntur (Dist.), A.P.



## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

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(AUTONOMOUS)

NARASARAOPETA - 522 001

Andhra Pradesh (Dist.), A.P.





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

#### 9. Confidentiality Agreement

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

#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

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

**IQAC**



**22. 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.

**23. Rules and Regulations of the Company**

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

**24. 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.

**25. 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 A 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.

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Decorapark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081, India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

**IQAC**



**Withdrawal of Offer**

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

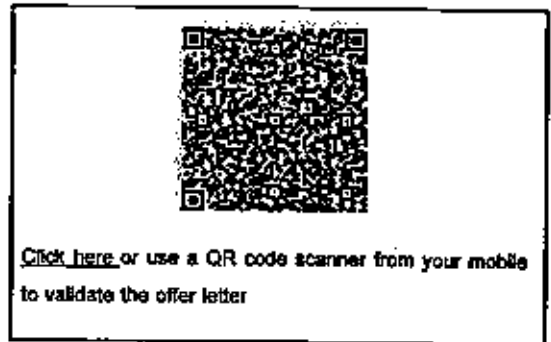
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

○ For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



- End: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xplore Centres
- Annexure 3: Confidentiality and IP Terms

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NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

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Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1 800 209 3111 Email: careers@tcs.com



## OFFER &amp; APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear CHENNUPALLI VENKATA AMARNADH,  
 3-126, SIVA APPARTMENTS,  
 NARASARAOPET,  
 Andhra Pradesh, India, 522601  
 Document ID - 2e829f7d-1fef-4900-be41-5203eg06s54f

Dear CHENNUPALLI VENKATA AMARNADH,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to submit the documents listed in **Annexure III**. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

**Annexure IV** provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrears/backlogs.



*Mh*  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.  
 Signature of Employee:

**TECH**  
**mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2239205 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Jaansan B**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer at Band U and Sub Band U1** in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in **Annexure-A** and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under **probation for a period of 3 (Three) months** from the date of joining.
- o You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to **Annexure - B** for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



*M. Jayaram*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.



**Annexure - A**

**Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (In Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



*M. G.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



Letter of Intent

November 24, 2022

**SINGIRI ADHARSH**  
Narasaraopeta Engineering College

Dear **SINGIRI ADHARSH**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur



Vice President, Recruitment-India & APAC

*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 5  
Guntur (Dist.)

LB

## Expression of Interest

Date: 05 June 2023

Dear GANDIKOTA PHANINDRA

We are pleased to convey through this Expression of Interest letter that you are being considered for the post of Customer Support Associate provided you fulfill other requirements. This letter is intended only as an Overview of the potential offer from Tech Mahindra Limited. The detailed terms and conditions of employment will be contained in an offer letter, which may be issued by the company and may contain additional provisions to those herein.

Proposed CTC: INR 150000 to 205000

Proposed DOJ: July 2023 to September 2023

We request you to submit the following documents on time, as they mandatory for our records and necessary for the completion of joining formalities if not your offer letter will not be processed.

- Copy of Class 10<sup>th</sup> Certificate & Class 12<sup>th</sup> Certificate & Degree certificates.
- Copy of Aadhar Card with (dd/mm/yyyy) and Pan Card.
- Original copy of LAST 3 Month PAY SLIP received (If applicable).
- Copy of Experience/Relieving and Appointment Letter from previous employer(s) (If applicable).
- Passport size photographs-3 nos.

Another round of Interview will be conducted at our company Premises. There after the company would issue an Offer Letter with details of all service terms and conditions and salary Annexure along with suitable Date of Joining. If any information furnished by you in your application is found to be incorrect or false or if you have suppressed material information regarding your qualification, experience, identity, etc, the company may withdraw this letter without any notice.

Please note this letter is not an offer or a legally binding contract of employment. An offer for employment shall be made to you at the sole discretion of the company and there is no obligation on the company to do so. An employee-employer relationship between you and company shall be established only upon the company's issuance and your acceptance of a legally binding agreement of employment.

Kindly sign and return a copy of this letter as a token of your acceptance of this expression of interest.

Candidate Signature \_\_\_\_\_

~~Tech Mahindra~~

For,

Sincerely,

Resource Management Group

Tech Mahindra Limited



Letter of Intent

November 24, 2022

**MEKALA PRAVEEN**  
Narasaraopeta Engineering College

Dear **MEKALA PRAVEEN**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [campusconnect@hexaware.com](mailto:campusconnect@hexaware.com) confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

*Monica Mathur*

Monica Mathur

Vice President, Recruitment-India & APAC



**HEXAWARE TECHNOLOGIES LTD.**

Regd. office: Bldg No. 152, Millennium Business Park, Sector - 81, 'A' Block, TTC Industrial Area, Mahape, Navi Mumbai, 400710, Tel: +91 22 6791 9595, Fax: +91 22 6791 9500  
(CIN): L72900MH1992PLC069662 URL: [www.hexaware.com](http://www.hexaware.com)

*MK*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
(Sriharikota Dist.) A.P.

**OFFER & APPOINTMENT LETTER**

Offer Release Date: September 27, 2023

Dear MAMIDISETTY PRAVEEN,  
 2-14, SUBBAIHA STREET,  
 CHILAXALURIPET,  
 Andhra Pradesh, India, 522616  
 Document ID - 2e829f7d-1fef-4900-be41-4723ab28e74f

Dear MAMIDISETTY PRAVEEN,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1.1**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in **Annexure I**.

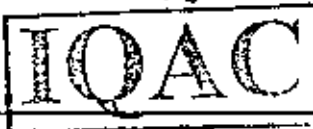
You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to submit the documents listed in **Annexure III**. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

**Annexure IV** provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrears/backlogs.



HCL Technologies Ltd.  
 Technology Hub, Special Economic Zone  
 Plot No. 2A, Sector 126, Noida - 201304, UP, India  
 t: +91 0120 6120 26000 f: +91 120 4880330

Corporate Identity Number: L74040DL399PLC0045369  
 Registered Office:  
 808 Biddharth, 08, Nehru Place, New Delhi - 110008, India

*M. Jay*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 Signature of Employee: NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.

**HCL**



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222837332/Hyderabad**  
**Date: 23/7/2023**

Mr. Bhargav G  
 2-3-9, Railway Quarters  
 Vizayawada,  
 Andhra Pradesh-522134  
 Tel#91-9885156783

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



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**TATA CONSULTANCY SERVICES**  
 Tata Consultancy Services Limited

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 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
 Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

*M. K. J.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur (Dist.), A.P.



**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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



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**GROSS SALARY SHEET**

Annexure 1

<b>Name</b>	<b>Mr. Bhargav G</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Narasaraopeta Engineering College</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	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retrals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retrals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</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.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>



*M. K.*  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 601.**  
**Guntur (Dist.), A.P.**

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# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3A1, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0056 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/2347

Date: -14 Feb 2023

Dear Francis K,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Manish Modi*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



L 607

Offer: Computer Consultancy  
Ref: TCSL/DY20222868389/Hyderabad  
Date: 3/7/2023

Mr. Venkata Sumanth Baidinne,  
41/758/1,  
Sankara Puram,  
Kadapa -516001  
Andhra Pradesh  
Tel#91-9121502092

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

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Tata Consultancy Services Limited

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

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





## PERFORMANCE PAY

### **Monthly Performance Pay**

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

### **Quarterly Variable Allowance**

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

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

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## CITY ALLOWANCE

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

## XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto `60,000 over and above your CTC during the first year. The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

## OTHER BENEFITS

### **Health Insurance Scheme**

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

HIS offers the following benefits:

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(AUTONOMOUS)  
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## **TATA CONSULTANCY SERVICES**

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## RETIRALS

### **Provident Fund**

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

### **Gratuity**

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

## TERMS AND CONDITIONS

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 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 required 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. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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NARASARAOPETA ENGINEERING COLLEGE  
PRINCIPAL

(AUTONOMOUS)

NARASARAOPETA - 522 601.

Dist: A.P.





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

#### 9. Confidentiality Agreement

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


#### 10. Service Agreement

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

#### 11. Work in SBWS mode

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

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

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 661  
Guntur (Dist.), A.P.

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#### TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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#### 16. Retirement

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

#### 17. 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.

#### 18. 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.

#### 19. Background Check

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

#### 20. 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,

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PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

**TATA CONSULTANCY SERVICES** (AUTONOMOUS)

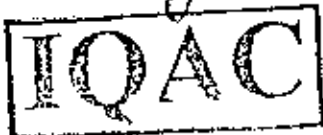
Tata Consultancy Services Limited

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

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


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





(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

  
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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.<sub>12</sub>

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





GROSS SALARY SHEET

Annexure 1

Name	Venkata Sumanth Baidinne
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
<b>Xplore/ Learning Incentive****</b>		<b>upto 60,000</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.

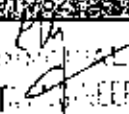
\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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







## Letter of Intent

November 24, 2022

**BADDIGAM VENKATESWARA REDDY**  
Narasaraopeta Engineering College

Dear **BADDIGAM VENKATESWARA REDDY**

We are pleased to inform you that you have been provisionally short-listed for employment as "Software Engineer Trainee". During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexaversity, our Corporate University.

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

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to [camousconnect@hexaware.com](mailto:camousconnect@hexaware.com) confirming your interest in joining Hexaware.

Vice President, Recruitment-India & APAC  
Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

**HEXAWARE TECHNOLOGIES LTD.**

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



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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/2355

Date: -14 Feb 2023

Dear Naga Yaswanth Reddy G,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



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**(AUTONOMOUS)**  
**NARASARAOPET - 522 601**  
**Guntur (Dist.), A.P.**

OFFER & APPOINTMENT LETTER 19/4/2023

Date: 24-August-2023,

Adarsh Vemasani.

Dear Adarsh Vemasani,  
Congratulations

It is our pleasure to welcome you to NEOGEN Soft tech Solutions.

With reference to your application and subsequent interview with us for a career in our organization, we are pleased to inform you that you have been selected for employment in NEOGEN Soft tech Solutions Limited (herein referred as "NEOGEN" or "Company") we are pleased to inform you that you have been selected for employment in our organization as "Trainee" for 3 months with Salary compensation of 45,000.

After Trainee employee selected as "Software Developer" based on your performance increment.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast-changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

We take this opportunity to thank & appreciate your decision to join NEOGEN. You are requested to join us on or before **Sept 18, 2023**.

You will be on probation for a period of **6 months** from the date of your joining. Your compensation would be as outlined in a separate document "**Salary Structure**". The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to furnish photocopies of the original documents and other listed information in **Annexure III**. Please note that the submission of all the documents is mandatory to facilitate joining, background verification / Validation and appointment process at NEOGEN. **Annexure I** provide details on the various compensation components and selected benefits that we offer you as a part of the NEOGEN family.

As confirmation of your acceptance, please sign the duplicate copy of this Offer cum Appointment Letter and Annexure and submit the same within 7 days to the address given below:

NARASARAOPETA ENGINEERING COLLEGE  
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**Annexure**  
**IV**

You are required to report to NEOGEN Onboarding Team for completing joining formalities on the day of joining by 10:00 a.m. at your respective location of joining as following.

This offer and Appointment letter with all the enclosures of Annexures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding. The above-mentioned commitment will not be paid if it is not claimed within 6 months of joining/as specified under company policies.

For NEOGEN Softtech Solutions Private Limited


For Neogen Softtech Solution,  
Name:

Accepted & Agreed Name



Signature:



  
DR. J. L.  
JUBILEE ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

Date: 19 October, 2022

Addanki Bhanu Prakash  
1-60, Thubadu, Nadendla.

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Addanki Bhanu Prakash ,

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**


Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- Verification of documents listed in Appendix 1 of this letter.
- Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



  
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the government medical check if applicable. Failure to meet these requirements will lead to the withdrawal of your employment offer/termination of your employment.

Whilst every effort will be made to complete the recruitment procedures before the commencement of this Agreement, this may not be possible and the Company may terminate your employment at any time by giving one week's notice (if you have been employed for 1 month or more) or immediately (if you have been employed for less than one month) if either your references or other recruitment procedures are not completed to our satisfaction.

#### 4. REMUNERATION

- a. Your commencing gross annual salary will be as follows inclusive of the fixed pay, variable pay, allowances and benefits described in Appendix 2 attached hereto.

**Gross Annual Salary (CTC) 1<sup>st</sup> Year**                      CTC of 325,000 INR (Rupees Three Lacs Twenty-Five Thousand only)

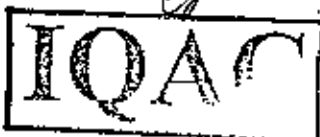
**Gross Annual Salary (CTC) 2<sup>nd</sup> Year**                      CTC of 400,000 INR (Rupees Four Lacs only)

- b. The salary will be paid after statutory deductions like PF and ESI as applicable. Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- c. The salary will not be admissible on the days of absence.
- d. Variable performance Bonus is fixed at 100% for first year.

#### 5. BENEFITS

You will be entitled to following benefits:

- a. You will be entitled for cashable paid leave (1.5 paid leave for every 1 month worked) OR as per policy subject to confirmation of service after probation
- b. Women employees will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- c. Employees are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in Leave Policy.
- d. Provident Fund (PF) Contributions as per PF Act



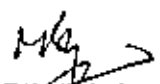
  
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Guntur (Dist.), A.P.

Appendix - 2  
Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.


  
**IQAC**

  
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**Guntur (Dist.), A.P.**

Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic		
HRA	13,333	1,60,000
Conveyance Allowance	6,667	80,000
Performance Bonus	1,600	19,200
Retention Bonus	1667	20000
Statutory Bonus	1667	20000
CCA	2000	24000
<b>Total (A)</b>	<b>1,512</b>	<b>18,146</b>
<b>(B) Benefits</b>	<b>28,445</b>	<b>3,55,746</b>
Certification Allowance		
PF Employer Contribution	1200	14400
Health Insurance	1600	19,200
Gratuity	247	2962
<b>Total (B)</b>	<b>641</b>	<b>7692</b>
<b>(C) Deductions</b>	<b>3,688</b>	<b>44,254</b>
PF Employee Contribution		
Professional Tax	1,600	19,200
<b>Total (C)</b>	<b>200</b>	<b>2,400</b>
<b>Net Take Home (A-C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Total CTC (per annum)</b>	<b>26,645</b>	<b>3,34,146</b>
	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

  
**IOAC**

  
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**(AUTONOMOUS)**  
**NARASARAOPET - 522 601.**  
**Guntur (Dist.), A.P.**



OL No: TNIR1146

Date : 16 August 2023

Dear Belamkonda Samyukta,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **TEACHNOOK** as an **Business Development Trainee**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with **TEACHNOOK**:

Date of Joining : 21 August 2023

Training Period : 21 August 2023 to 30-August-2023

OJT Start Date: 31-August-2023

OJT End Date: 30-December-2023

Location of Training: Bangalore

Stipend: INR 15000 Per Month

Incentives : INR 10000

Target: 220000 INR per month.

Pre - Placement Offer :- 4 to 6 LPA (After Completion of Training)

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Teachnook, and will report on 21 August 2023.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**TEACHNOOK EDUTECH**

14th Cross Rd, 5th Phase, Sector E, HSR Layout,  
Bangalore, Karnataka 560102

Mob: +91 98450 30585 [hr@teachnook.com](http://hr@teachnook.com)



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Guntur (Dist.), A.P.

### Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.
- During the training period you will receive all the benefits that are entitled for trainees.
- At any time if you wish to discontinue the training due to personal reasons, you will have to follow the company's resignation procedures.
  - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1-month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Teachnook. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Teachnook for both yours and Teachnook's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Teachnook.
- The stipend cycle will start along with your OFF.

Please indicate your acceptance of this offer by signing below.

We at Teachnook extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_  
(Candidate's Signature)

DATE: \_\_\_\_\_

## ANNEXURE

As a part of the joining process, you are requested to carry with you the following documents on the day of joining.

Photocopies of

- 1 coloured copy of Offer Letter.
- SSLC (X Std) Marks Card & 12th Marks Card.
- Degree / Diploma/ Highest qualification certificate along with marks card (any semester).
- 2 passport size photographs.
- PAN Card, Voter ID & Driving Licence Scanned Copy.
- Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
- Fully vaccinated report. (Covid Vaccination)

Please bring the original documents either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: \_\_\_\_\_  
(Candidate's Signature)

DATE: \_\_\_\_\_

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# Deloitte.

Deloitte Consulting India Private Limited  
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga  
Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000  
www.deloitte.com

Sep 8, 2023

Ms. Bellamkonda Naga Mohith  
18-41-71, 2line, Sangadigunta  
Guntur, 522003  
India

**Subject: Offer of Employment**

Dear Bellamkonda Naga Mohith:

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst Trainee** based in Hyderabad.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **October 3, 2023**.

You will be required to register with the National Apprenticeship Training Scheme "NATS" as an Apprentice (As defined under the NATS) and the employment confirmation is subject to probation period of 12 months (from **October 3, 2023** to **October 3, 2024**). During the probation period you will be evaluated on various trainings and performance criteria. Upon successful completion of probation period your employment will be confirmed.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

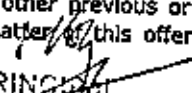
As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 400,008/-** and, will be eligible for a end term bonus of **Rs./₹ 40,000/-** upon successful completion of your probation period. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 10,000/-** subject to your reporting for full-time employment on **October 3, 2023**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us during the probation period of 12 months and post successful completion of the probation period and confirmation of employment will be governed by the Terms and Conditions as detailed in Annexure B, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding Independence and other matters, as the Employer is a subsidiary of Deloitte LLP. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

  
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Guntur (Dist.), A.P.

Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AABCD02691ZT CIN: U72900TG2000PTC039976



This is a system generated offer

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. In Hyderabad, 9:00 p.m. - 6:00 a.m. In Mumbai, Pune; 7:00 p.m. - 6:00 a.m. In Gurugram, 8:00 p.m. - 6:00 a.m. In Bengaluru, Chennai, and Kolkata.

This letter and Deloitte Consulting India Private Limited employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Bellamkonda Naga Mohith, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited  
Best regards,

DocuSigned by:  
*Pooja Madhavi*  
A3828FE224924CD...  
By: \_\_\_\_\_  
Signature

Authorized Signatory

Acceptance

I, Bellamkonda Naga Mohith, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:  
*A. B. Snayya*  
ECEEFC062810486...  
Signature

Sep 8, 2023  
Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.09.08 11:09:40 -07:00



*Mkg*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

## Annexure A

Ms. Bellamkonda Naga Mohith

Analyst Trainee

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	11,700	140,400
House Rent Allowance (HRA)	5,850	70,200
Special Allowance <sup>1a &amp; 1b</sup>	6,774	81,288
Leave Travel Allowance <sup>2</sup>	1,170	14,040
Differential Allowance	3,840	46,080
Meal Card <sup>3</sup>	2,200	26,400
Employer's contribution to PF	1,800	21,600
<b>Total Salary (In Rs.)</b>	<b>33,334</b>	<b>400,008</b>
Medical Insurance Premium <sup>4</sup>	3,014	36,167

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....



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Guntur (Dist.), A.P.

19471A1207



Date: November 16, 2022

Dear Bhanu Prakash Chekka,

Congratulations! We are pleased to make you an offer to join Prolifics Corporation Private Ltd. (herein after referred as "Company" or "Prolifics). You will be designated as Trainee Software Engineer under the cadre of T1 and you are expected to join Prolifics on OR before June 15, 2023.

\*Note: - Any changes in date of joining will be informed a month in advance.

**Compensation:**

1. **Fixed Compensation:** Your Annual Gross Compensation for the year, which is inclusive of Basic Salary and other Compensation, is Rs.4,00,000 per annum.

Your association and employment will be governed by the various employee related policies and guidelines of the organization.

**Work Location** – You will be based in Hyderabad/Pune but the Company may require you to work at any of its locations and its subsidiary locations OR on customer sites, within OR outside India. The corporate HR function work out of Prolifics Corporation Private Ltd., 14th Floor, Raheja Mindspace Hitech City Madhapur, Hyderabad – 500081, Telangana, India

**Relocation:** Not Applicable

**Probation:** On joining you will be on probation for a period of 8 months, extendable based on performance at the discretion of the reporting manager.

**Service Agreement – 36 Months**

Your employment with the Company is subject to (i) your unconditional acceptance and execution of the Employment Agreement and the Intellectual Property and Confidentiality Agreement and such other documents that may be presented to you; and (ii) your delivery of the documents mentioned in Annexure-1. If you fail to sign and deliver the aforesaid documents and any other documents as required by the Company at the time of joining, your employment with the Company shall not take effect and this offer shall be withdrawn immediately without any liability to the Company, unless decided otherwise by the Company.

**Termination during probation period** - Your services in this Company may be terminated by giving you 1 month notice in writing, or by paying you 1 month basic pay in lieu thereof.

**Termination after completion of probation period and under service agreement** - Your services in this Company may be terminated by giving you 3 months' notice in writing, or by paying you 3 months basic pay in lieu thereof.



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Guntur (Dist.), A.P.

**COMPENSATION STRUCTURE**

Full Name	Bhanu Prakash Chekka	
Job Title	Trainee Software Engineer	
Cadre	T1	
	(In Rs.)	
<b>Base Compensation</b>	<b>Per Month</b>	<b>Annualized</b>
Basic	10,100	121,200
HRA	4,040	48,480
Special Allowance	11,371	136,448
Statutory Allowance	583	7,000
Project Linked Bonus	4,167	50,000
Employer PF Contribution	1,800	21,600
<b>Total Base Compensation</b>	<b>32,061</b>	<b>384,728</b>
<b>Variable Compensation</b>		
Organization Performance Linked Pay		
<b>Total Compensation</b>		<b>384,728</b>
<b>Retiral and Health Benefits (Annualized)</b>		
Medical, Accident and Life Insurance		9,445
Gratuity		5,827
<b>Cost To Company (CTC)</b>		<b>400,000</b>

\*Based on performance and 9 Box ratings, the salary will be revised upto on yearly basis as below:

Year	INR Package
After completion of 1 <sup>st</sup> year	4,75,000
After completion of 2 <sup>nd</sup> year	5,50,000
After completion of 3 <sup>rd</sup> year	6,50,000

The benefits included in the cost to company are:

- **Provident Fund** – You have to participate in Employees' Provident Fund scheme, the employer's contribution of 12% of your annual base salary is included in CTC. The details of this benefit are provided in the attached sheet.
- **Medical Insurance** – In accordance with the Company's policy you and your immediate family (i.e. spouse and unmarried dependent children OR Dependent Parents) will be covered under our Medical Insurance plan.  
Additionally, if you are required to travel abroad, you will be covered under our Overseas Medical Insurance Policy.
- **Group Personal Accident policy** - In accordance with the Company's policy you will be covered under our Group Personal Accident policy.
- **Gratuity** – On completion of five years of service with the Company you will be eligible for gratuity as per the Payment of Gratuity Act.





## Documents:

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company, you are required to produce the following documents (photocopies), as applicable:

1. Educational Qualification
  - a. SSC/Class X
  - b. Intermediate
  - c. Graduation – Degree certificate and marks cards of all years / semesters
  - d. Post Graduation – Degree certificate and marks cards of all years / semesters
2. Photos: You would be required to submit 5 passport size photographs in color.
3. Identity proof - Passport, Aadhar Card & PAN card are a must.
4. Address proof-Current & Permanent (Any utility bill – electricity, telephone, credit card, bank statement)

**Background Verification**— The Company will have the right to carry out background checks on the documents and information provided by you after your reporting at Prolifics. As a result of the background verification, reference checks or any subsequent inputs, if any information or documents supplied by you are found to be false or misleading, this employment contract will be rendered null and void and you will be liable to repay all expenses borne by the Company towards your hire, relocation, on-boarding, training and any salary paid to you.

Please find the below link for completing the joining formalities,

Onboarding portal : <http://onboarding.prolifics.com>  
Username : chekkabhanu88@gmail.com  
Password : password

Note: You need to complete onboarding link and upload all the documents in a week from offer released date.

The offer automatically lapses if you are unable to join on or before the mentioned date of joining. For any request on the extension of your joining date, please contact us at [urhr@prolifics.com](mailto:urhr@prolifics.com) mentioning the reason for extension and revised date. However, the company deserves the right to accept or turn down any such extension requests, which will be notified to you.

While welcoming you to Happy Prolifics, we look forward to the prospect of a long and mutual rewarding relationship.

Request you reply with your acceptance to this email.

For more information about us, please visit [www.prolifics.com](http://www.prolifics.com)

*This is an electronic generated document and does not require any signature.*

NTHR/22-23/V503

Date-9th November 2022

To,  
**Harika Busi**  
 D/o. Busi Srinivasa Rao 3-8-25, Balaji Foundry Opposite Street Pathuru,  
 Narasaraopet Palnadu District, A.P

Dear Harika,  
**Congratulations!** You are part of the Neebal family !! We are pleased to extend to you our offer to join Neebal Technologies Private Limited (henceforth referred to as "Neebal" or the "Company"), as a **Trainee Software Engineer** on the terms and conditions set forth in this Offer Letter.

You will join us as a full-time employee on **15th June 2023**. Your base location would be Mumbai. The address of our premises is B1-007, Boomerang, Chandivali Farm Road, Powai, Andheri (East), Mumbai - 400 072. As long as you join us as a full-time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached Annexure A (during your period of probation) and thereafter as per Annexure B subject to the following terms and conditions:

#### PRE-JOINING REQUIREMENT

You are required to complete the below-mentioned pre-requisite courses at your own expense and submit the course completion badges, certificates or relevant documents for all the given courses at least 7 working days before your date of joining. In case of non-submission or course not conducted or partially done, the offer of employment stands canceled.

Course Name
Basics of Programming + Java
HTML/CSS
Database
Javascript

#### PERIOD OF PROBATION

You are subject to a **six-month** probationary period from the date you report for work. It is essential that you join on the date as mentioned in the offer letter. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn. During the probation period, your performance will be continuously evaluated and your appointment will be confirmed after the successful completion of the said period of probation or any extension thereof with an Appointment Letter. Neebal reserves the right to terminate the employee within 30 days without any compensation in case of mediocre performance.

#### EMPLOYMENT CONFIRMATION

You will be required to complete the following certification within 6 months from your date of joining. This is a prerequisite for the confirmation process. If you have already completed the certification in the past, the same will be validated at the time of confirmation.

For all Engineers - OCPJP




Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

B. Harika

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 501.

Guntur, (Dist.), A.P.

On successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal for which a suitable written communication will be issued in your favour.

#### **BENEFITS, INCREMENT AND PROMOTION**

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company. You will receive the remuneration defined in Annexure A during the probation period.

After successful completion of the said probation period or any extension thereof, of which the Company shall be the sole judge, your employment will be confirmed with Neebal and your annual all inclusive Cost To Company (CTC) will be incremented as per Annexure B.

Your annual variable component will be based on your performance rating accrued to you by your supervisors and the feedback of our clients. Neebal follows a rating system of 1-5. Variable amount will be paid out after completing 3 years of employment bond.

You will be eligible for your next annual increment in April 2025.

You will be responsible to plan for appropriate tax savings, the satisfactory proof of which will be submitted to us well in time or else the applicable taxes will be deducted from your monthly salary. A complete breakup of your salary structure is defined in Annexure B.

#### **MINIMUM SERVICE PERIOD**

Neebal has invested and continues to invest a large sum of money in creating and maintaining world-class facilities to ensure the growth and development of its employees by making available to them continuous learning/training programs, access to the latest books and periodicals that are published globally, providing them with the latest hardware gadgets and software tools that are available, etc. and as such expects each of its employees to work a minimum no. of 30 months (excluding probation period of 6 months) with Neebal failing which, you will be liable to pay Neebal a sum of INR 1,50,000.00 (Rupees One Lakh Fifty Thousand Only). A non-dated cheque of the above-mentioned amount will be required to be submitted by you on your first day of employment favoring Neebal Technologies Pvt. Ltd. that will remain in the custody of Neebal and will be returned to you on your completion of the said minimum period of service as mentioned above.

#### **TRANSFER**

Neebal reserves the right to transfer your services at any of its offices, work-sites, associates or affiliate companies including at its client's location anywhere within or outside India, on the terms and conditions as applicable to you at the time of transfer.

#### **CONDUCT**

You shall not at any time engage in or be concerned with or become interested, directly or indirectly in any business (including that of Neebal's customers), work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business (The Company is the sole judge thereof). You shall be governed by all rules, regulations and policies of the Company. You will be liable to pay the service agreement fee if your services are terminated on



Neebal Technologies Pvt .Ltd

B1 - 007, Boomerang, Chandivali Farm Road, Andheri (E), Mumbai - 400 072

T +912228574118 . E contact@neebal.com . W www.neebal.com

CIN U74120MH2012PTC226006

*B. Harikant*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

19-1211



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear Ch.Manikantra

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogeteservices.com](mailto:hr.mangalore@cogeteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

19-1213



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear D.Karthik

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,


Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501  
Guntur Dist., A.P.



1947/A1213



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear D.Karthik

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

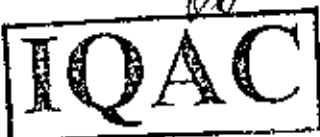
Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Evani prasannaharigopal  
19471A1214

Date:21/02/2023

Evani Prasanna Hari Gopal,  
D.No:39-8-792, Near Indira Gandhi Statue, Opposite L.S.R Building, Nehruragar 6th Lane 4th Cross Road  
Guntur, 522001  
India

**Subject: Training Letter**

Dear Evani,

This is further with reference to the tests and interviews conducted by us. We are pleased to inform you, that we have decided to provide you appointment as Trainee at Nagarro.

You are requested to join us on or before 01/03/2023. During the period of training, you would be paid a stipend of 19,000/- per month.

The details of your compensation package and terms and conditions of your employment are enclosed herein.

You are requested to send us the signed duplicate copy of this letter as a token of your acceptance.

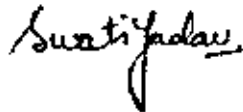
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark sheets and Certificates for Class X, XII, Graduation and Post Graduation (if applicable)
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five Passport size photographs


Yours Sincerely,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Date:21/02/2023

Evani Prasanna Hari Gopal,  
D.No:39-8-792, Near Indira Gandhi Statue, Opposite L.S.R Building, Nehrunagar 6th Lane 4th Cross Road  
Guntur, 522001  
India

Dear Evani,

This has reference to your application for employment with Nagarro Software and your subsequent interview.

We are pleased to offer you as Associate Engineer at Nagarro Enterprise Services Pvt. Ltd. - Guntur, ANDHRA PRADESH.

You can join us on or before 01/09/2023.

The terms and conditions of your employment are enclosed.

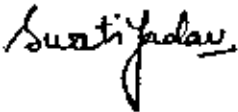
We welcome you to a pursuit of excellence with Nagarro.

To help complete joining formalities, may we request you to carry the following documents with you on the date of joining:

- Mark-sheets and certificates for Class X, Class XII, Graduation and Post-graduation if applicable
- Copy of Aadhar Card, PAN Card, Driving License and Passport (if applicable)
- Five passport-size photographs


Yours truly,

For Nagarro Enterprise Software Pvt. Ltd.



Swati Yadav  
Director




  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



Name: **Evani Prasanna Hari Gopal**

Monthly Earnings	Amount	Annualized Amount
Basic Pay	15,000	180,000
HRA	7,500	90,000
Executive Allowance	10,028	120,336
<b>Total Monthly (A)</b>	<b>32,528</b>	<b>390,336</b>
<b>Annual Earnings</b>		
Employer's Contribution to Provident Fund	23,400	
Employer's Contribution to ESIC	0	
Leave Travel Allowance*	0	
Gratuity**	8,664	
Labour Contribution Fund	600	
<b>Total Yearly (B)</b>	<b>32,664</b>	
<b>Total Fixed Compensation (A+B)</b>	<b>423,000</b>	
<b>Variable Earnings ( C )</b>		
Allocation Bonus****	22,500	
Organisation Bonus*****	4,500	
<b>Total Potential Compensation (A+B+C)</b>	<b>450,000</b>	
<b>Note:</b>		
* Leave Travel Allowances (LTA) will be paid once in a year on submission of bills & subject to Income Tax rules		
** Payment as per Gratuity Act		
**** The Allocation bonus payout will be prorated to the actual allocation percentage and will be paid out quarterly. The same is subject to changes in HR policy.		
*****The Organisation bonus will be based on the Organisation's performance, and the payout frequency will be as per the current HR policy		
Income Tax in respect of the above-mentioned compensation package should be borne by the employee. There would be the following deduction from Monthly A- Tax / Mediclaim / PF- employee contribution and Transport (Optional)		
Pls will accrue each month on a prorated basis. The amount of accrual for the month is calculated on the basic pay existing at the end of each month		



  
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 NARASARAOPEETA - 522 601,  
 Guntur (Dist.), A.P.

**Group Insurance**

Guidelines:-

**Group Mediciam Insurance**

a) An employee has a mediclaim insurance cover of 3 lac by default and he/she at the time of joining can increase his/her sum insured upto 10 lakhs & cover his dependents (spouse, kids and parents). Premium deduction details has been provided in table below.

b) During mid-term of the policy, only newly-wed spouse, Parents in Law (on account of marriage) and new born child can be included in the policy within 90 days from Date of Marriage and Date of Birth respectively. No other dependent can be included during mid-term of the policy.

c) Downward revision of Sum Insured will be allowed at the time of renewal as per the then prevalent term and conditions of the policy.

d) Exclusion of dependents will be allowed at the time of renewal only as per the then prevalent terms and conditions of the policy.

**Group Personal Accident Insurance (GPA)**

The GPA Policy provides the insured a cover for disability or death caused by an accident.

a) An employee has personal accident insurance cover of 3X of his TFC by default and he/she at the time of joining can go in for a sum insured upto 4X to 10X as per policy terms. Premium deduction details has been provided in table below.

b) Once an employee is enrolled in the policy he/she cannot exit the policy till he leaves the company.

**Group Term Life Insurance (GTL)**

The GTL policy provides the insured a cover in case of death.

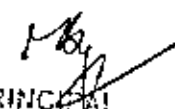
a) Enrollment in GTL is optional and on discretion of the employee and employee can opt for a cover of upto 10X of their TFC. The most common practice is to cover within 3X to 5X of your TFC. Premium deduction details has been provided in table below.

b) Exit from the policy can be done at the time of renewal only by selecting "0X" multiplier in internal insurance application.

**Premium for Group Insurance**

	Premium	Deduction
Premium Deduction for Mediciam Insurance	Calculated Formula	In equal instalments starting from the following month of DOJ till Policy end date.
Premium Deduction for GPA	Calculated Formula	From the following month of DOJ
Premium Deduction for GTL (optional)	Calculated Formula	From the following month of DOJ



  
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 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.

Annexure "B" - Page 1/2

### Terms and Conditions

The key service conditions applicable to your employment are given below. The Company reserves the right to revise these terms and conditions at any time.

#### 1. Place of Posting and Assignment:

Your place of posting will currently be Guntur, ANDHRA PRADESH. However, you are liable to be temporarily assigned or permanently transferred from one place to another, one job to another, one unit to another, wherever located in the country or abroad, at any point of time as the exigencies of work demand. You can also be deputed to work in and/or for any client or affiliate company.

#### 2. Whole Time Service:

Your employment with the Company is full time and while so employed, you must under no circumstances engage yourself directly or through any agency in any work, business, profession or employment, either honorary or otherwise without obtaining written prior permission from the Management. Any breach of this condition may result in your immediate termination from the services of the Company.

#### 3. Inventions and Discoveries:

The rights created or accrued out of any and all discoveries, inventions, copyrights, patents, etc., which you may make or obtain during the period of your employment with Nagarro shall exclusively vest with the Company and may be re-assigned by it as it deems fit. This does not apply to creative non-commercial products that are wholly unconnected with the business of the Company.

#### 4. Termination on Misconduct or Breach of any Service Condition:

If you are found guilty of any misconduct or should you commit any breach of the service conditions or get involved in an act which in the opinion of the Company is prejudicial to the interest of the Company, the Company may without any notice terminate your services.

#### 5. Termination by Notice:


Without prejudice to clause 4 above, your services can be terminated at any time by giving 2 calendar months' notice or 2 months' salary in lieu of notice.

In case you desire to leave the services of the Company, you will have to give us 2 calendar months' notice. In case you do not give this 2 calendar months' notice, the Company will have the authority to recover up to 2 months' salary from your full and final dues (inclusive of performance-linked bonus, if any) depending upon the impact of your resignation on the work assigned to you.

I have read and understood the above terms and conditions and I agree to abide the same.

Signature



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**6. Company's decision on Termination to be Final and Binding:**

The Company's decisions regarding termination under clauses 4 & 5 shall be final and binding.

**7. Retirement:**

The Company's retirement age is 60.

**8. General Policies and Procedures:**

A copy of the General Policies and Procedures of the Company will be given to you on the date of joining. You will be required to adhere to these, as well as to any other service conditions governing your unit and location that may be in force currently and/or which may be issued from time to time by the Management with respect to hours of work, weekly offs, paid holidays etc

**9. Reference/Background Checks:**

Your employment by the Company is conditional upon and subject to completion of an Employment Application, the completion of a reference/background check, and approval thereof by the Company, in its sole discretion.

**10. Confidentiality of this Offer:**

The package offered to you is highly confidential and must not be revealed between now and the joining date or while in employment or thereafter to any individual/agency/organization, by word of mouth or otherwise.

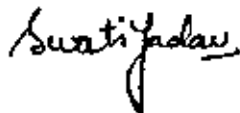
**11. Jurisdiction:**

Any dispute arising out of the employment or terms of service shall be subject to the jurisdiction of the competent courts in Delhi.

**12. Final Agreement:**

This written offer supersedes all verbal or written agreements between you and the Company.

For Nagarro Software Pvt. Ltd.




Authorized Signatory

I have read and understood the above terms and conditions and I agree to abide the same.

Name  
Date

Signature



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



19471A1216

**Offer: Computer Consultancy**  
**Ref: TCSDT20229734351/Hyderabad**  
**Date: 24/11/2022**

Ms. Godavarthi Naga Lakshmi Madhuri  
D.No.1-1-41/1 Repalle(V)(M)  
Bapatla (D)-522101  
Andhra Pradesh.  
Tel# -

Dear Godavarthi Naga Lakshmi Madhuri ,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSDT20229734351

**IQAC**

Decanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Chittoor (Dist.), A.P.



**GROSS SALARY SHEET**

Annexure 1

Name	Godavarthi Naga Lakshmi Madhuri
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto.60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS) 14  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT20220744351

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Gunda Jaya Sai Kumar,  
12-02-10,Prakashnagar,Narasaraopet,Palnadu,  
Andhra Pradesh, India, 522601  
Document ID - 3f449d7d-2fec-2403-ef41-4265ccb7fb5c

Dear Gunda Jaya Sai Kumar,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:

*[Handwritten Signature]*  
PRINCIPAL

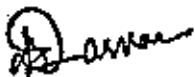
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



2

Signature of Employee:





19471A1220

**Deloitte.**

Deloitte Consulting India Private Limited  
 Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga  
 Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000  
 www.deloitte.com

Sep 8, 2023

Mr. Jaya Vardhan Reddy Konda ,  
 3-159/C, Magallu(V), Nadigama(M), Krishna  
 Krishna-521230  
 India

**Subject: Offer of Employment****Dear Jaya Vardhan Reddy Konda :**

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst Trainee** based in **Hyderabad**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **October 3, 2023**.

You will be required to register with the National Apprenticeship Training Scheme "NATS" as an Apprentice (As defined under the NATS) and the employment confirmation is subject to probation period of 12 months (from **October 3, 2023** to **October 3, 2024**). During the probation period you will be evaluated on various trainings and performance criteria. Upon successful completion of probation period your employment will be confirmed.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

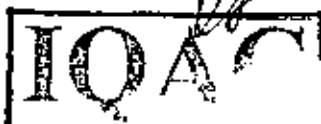
As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 400,000/-** and, will be eligible for a end term bonus of **Rs./₹ 40,000/-** upon successful completion of your probation period. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 10,000/-** subject to your reporting for full-time employment on **October 3, 2023**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us during the probation period of 12 months and post successful completion of the probation period and confirmation of employment will be governed by the Terms and Conditions as detailed in Annexure B, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding Independence and other matters, as the Employer is a subsidiary of Deloitte LLP. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B

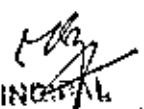
This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.



Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India  
 GST Reg No: 36AABCD0476H1ZT

CIN: U72900TG2000PTC039976

This is a system generated offer

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. in Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. - 6:00 a.m. in Gurugram, 8:00 p.m. - 6:00 a.m. in Bengaluru, Chennai, and Kolkata.

This letter and Deloitte Consulting India Private Limited employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Jaya Vardhan Reddy Konda, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited  
Best regards,

DocuSigned by:  
*Pooja Madhani*  
A3B28FE228924C0  
By: \_\_\_\_\_  
Signature

Authorized Signatory

Acceptance

I, **Jaya Vardhan Reddy Konda**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:  
*W. B. Sravya*  
ECEEFC08281D488  
\_\_\_\_\_  
Signature

Sep 8, 2023

\_\_\_\_\_  
Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.08.08 11:08:40 -07:00



Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India  
GST Reg No: 36AABCD0476H1ZT

CIN: U72900TG2000PTC039978

This is a system generated offer

*M.S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## Annexure A

Ms. Shalk Jasmine

Analyst Trainee

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	11,700	140,400
House Rent Allowance (HRA)	5,850	70,200
Special Allowance <sup>1a &amp; 1b</sup>	6,774	81,288
Leave Travel Allowance <sup>2</sup>	1,170	14,040
Differential Allowance	3,840	46,080
Meal Card <sup>3</sup>	2,200	26,400
Employer's contribution to PF	1,800	21,600
<b>Total Salary (In Rs.)</b>	<b>33,334</b>	<b>400,008</b>
Medical Insurance Premium <sup>4</sup>	3,014	36,167

All compensation and benefits are based on employee's position with the Employer in India.


Contd/-....



**IQAC**

Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Rang Reddy District, Hyderabad - 500032, Telangana, India  
 GST Reg No: 36AABCD0476H1ZT CIN: U72900TG2000PTC039976

This is a system generated offer

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601.  
 Guntur (Dist.), A.P.

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Jonnalagadda Venkata Anurudh Raju,  
1-97, Balusupadu, Guntur

Andhra Pradesh, India, 522436

Document ID - 2d349f7d-2fec-3403-ff41-3265ccb7fb5c

Dear Jonnalagadda Venkata Anurudh Raju,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least -- keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining you are required to have completed your degree without any standing arrear/backlogs.



HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
t: +91 0120 6120 25000 f: +91 120 4680330

Corporate Identity Number: L74140021891PLCO46359  
Registered Office:  
806 Siddharth, D3, Nehru Place, New Delhi - 110009, India

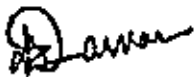
Signature of Employee: PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 502 601,  
Guntur (Dist), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.





**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



2

Signature of Employee:   
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPETA - 622 001**  
Guntur, 

**BE YOURSELF,  
MAKE A DIFFERENCE.**



Strictly Private and Confidential

Date: 10/19/2023

Maheswari Kakumanu

C12357886

3-12-30, opp sarada press, current office road, narasaraopet, Guntur (dist)

9505193985

Dear Maheswari Kakumanu,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

**Job Profile - Packaged App Development Associate**

**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Remote working conditions -Declaration
- Annexure V-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college, which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 11.0 Oct-2023

Reference Id: ea1918b1-51f9-4bd1-8e42-4f0ba70ed44d\_1  
Signed By: MAHESH VASUDEO ZURALE



**NARASARAOPETA ENGINEERING COLLEGE**

(AUTONOMOUS)

NARASARAOPETA - 522 001

Guntur

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

You will be expected to work from the office location tagged to your project/role/client (referred as your Accenture Base Location). Accenture Base Location will be considered for all administrative & operational/official purposes. Exceptions if any/granted, will be interim / temporary, and will be subject to review with HR/business/client. The Company reserves the right to ask you to come to office locations pursuant to our business needs and client requirements. Working remotely is subject to business requirement and your agreeing to terms of the Remote working conditions listed in the attached Declaration. This offer is contingent to the above-mentioned agreement.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

**Fundamental Skill Primers Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.


Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000 provided new joiner is employed with the company for minimum three months.

Version 11.0 Oct-2023



  
PRINCIPAL  
NARASARAOPET DISTRICT COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
GUNTUR DISTRICT, A.P.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

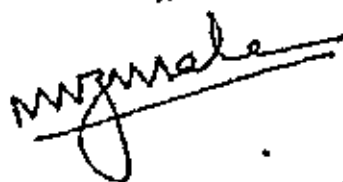
After accepting this Offer, we encourage you visit Countdown to the Company-

(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-India.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on <https://indiacampus.accenture.com/myzone/accenture/auth/login>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

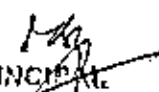


Mahesh Vasudeo Zurale  
Senior Managing Director  
Lead, Advanced Technology Centers, India



ACKNOWLEDGED AND AGREED

Maheswari Kakumanu

  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
Candidate's Signature  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist) A.P.



**ANNEXURE I**

**COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000/-
(B) Individual Performance Bonus (IPB) earning potential (at maximum 8.5%)	32,500/-
Maximum Annual Total earning potential(A+B)	4,15,500/-
<b>(C) Joining Bonus</b>	
Joining Bonus (Refer to the section C)	INR 25,000/-
<b>(D)# Additional Notional Benefits</b>	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 6,400/-
Notional Insurance Premium paid by Company	INR 13,800/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C+D)	INR 460700/-
<b>(E)#Additional Discretionary Reimbursements</b>	
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)
<b>(F)Optional opportunity to participate in the Employee Share Purchase Plan</b>	
Employee Share Purchase plan – to purchase Accentura plc Class A ordinary shares at 15% discount on the fair market value	INR 5,700/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]



19471A1223

**BE YOURSELF,  
MAKE A DIFFERENCE.**



Strictly Private and Confidential

Date: 08/22/2023

Kalerao Sravanj

C12175669

13-4-75/9,Sambashivapeta,Narasaraopet522601Andhra Pradesh

9515877843

Dear Kalerao Sravanj,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

**Job Profile - Packaged App Development Associate**

**Management Level - 12**

**Job Family Group - Software Engineering**



Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college, which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 11.0 Aug-2023

Reference Id: 20e7ee0-16b7-4ca8-b71b-4c80291703e7\_1  
Signed By: MAHESH VASUDEO ZURALE

PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(ADIPONOR, A.P.)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

**Fundamental Skill Primers Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

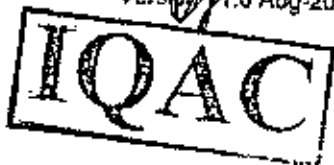
Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

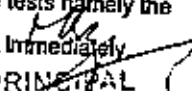
By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning incentive of INR 10,000.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

Version 1.0 Aug-2023

2



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Candidate's Signature  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

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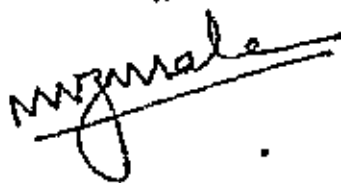
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We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mahesh Vasudeo Zurale  
Senior Managing Director  
Lead, Advanced Technology Centers, India



ACKNOWLEDGED AND AGREED

Kalerao Sravanl

PRINCIPAL

NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
Candidate's Signature  
NARASARADPETA - 522 601,  
Guntur (Dist.), A.P.

**ANNEXURE I**

**COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000/-
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Maximum Annual Total earning potential(A+B)	4,15,500/-
<b>(C) Joining Bonus</b>	
Joining Bonus (Refer to the section C)	INR 25,000/-
<b>(D)# Additional Notional Benefits</b>	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 6,400/-
Notional Insurance Premium paid by Company	INR 13,800/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C+D)	INR 460700/-


<b>(E)#Additional Discretionary Reimbursements</b>	
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

<b>(F)Optional opportunity to participate in the Employee Share Purchase Plan</b>	
Employee Share Purchase plan -- to purchase Accenture plc Class A ordinary shares at 15% discount on the fair market value	INR 5,700/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

**(A) Annual Fixed Compensation**

Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

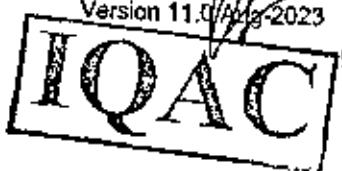
  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**(B) Individual Performance Bonus (IPB)**

You will be eligible to participate in the FY23 (September 2022 to August 2023) Individual Performance Bonus (IPB) Programme. Your

Candidate's Signature \_\_\_\_\_

Version 11.0/Amg-2023



## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Danda Venkata Sai Siva Rama Krishna Reddy,  
Lingapuram Amaravati, Guntur  
Andhra Pradesh, India, 522436  
Document ID - Ze249f7d-4dec-3403-ff41-3265ccb7fb5c

Dear Danda Venkata Sai Siva Rama Krishna Reddy,

Congratulations! With reference to the Interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

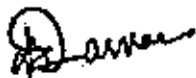


Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that In case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.


Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

2

Signature of Employee:

19-1225



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear K. Naga Vamsi

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)







19471A/226

Offer: Computer Consultancy  
Ref: TCSL/DT20229734326/Hyderabad  
Date: 24/11/2022

Mr. Kolasani Sai Pavan  
2-14,Nadakuduru(V),  
Challapalle(M)-521126  
Andhra Pradesh.  
Tel# -

Dear Kolasani Sai Pavan ,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under <sup>1/16</sup> Terms & Conditions).

TCS Confidential  
TCSL/DT20229734326



**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

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

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

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Kolasani Sai Pavan
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

TCS Confidential  
TCSLIDT20229734326

Principal

NARASARAOPETA ENGINEERING COLLEGE

**TATA CONSULTANCY SERVICES**

(AUTONOMOUS)

Tata Consultancy Services Limited NARASARAOPETA - 522 501.

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500081 India. A.P.

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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





Offer: Computer Consultancy  
Ref: TCSL/DT20229734328/Hyderabad  
Date: 24/11/2022

Mr. Kondrakunta Revanth  
H.No: 2 Darsi(V), Marturu(M),  
Bapula(D)-522101  
Andhra Pradesh.

Tel# -

Dear Kondrakunta Revanth,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20229734328

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

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

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601

Guntur (Dist.), A.P.



**GROSS SALARY SHEET**

Annexure 1

Name	Kondrakunta Revanth
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

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Component Category	Monthly	Annual
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TCS Confidential  
TCSL/DT2022/974328



**TATA CONSULTANCY SERVICES**

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1000 Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

*M.K.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS) 14

NARASARAOPETA



19471A1228

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229734328/Hyderabad**  
**Date: 24/11/2022**

Mr. Kondrakunta Revanth  
H.No: 2 Darsi(V), Marturu(M),  
Baptla(D)-522101  
Andhra Pradesh,  
Tel# -

Dear Kondrakunta Revanth,

**Sub: Letter of Offer**

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

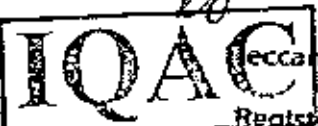
This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

TCS Confidential  
TCSL/DT20229734328



**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

eccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.



**GROSS SALARY SHEET**

Annexure 1

Name	Kondrakunta Revanth
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

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NARASARAOPETA 1522 601  
Guntur (Dist.), A.P.

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TCSL/DT20220734328



**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Secundramp, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Kurapati Naveen Kumar,  
5-86, Peridept (V),Kondepl(M) Prakasam  
Andhra Pradesh, India, 523270  
Document ID - 2e249f7d-4dec-3403-ff41-3265ccb7fb5c

Dear Kurapati Naveen Kumar,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

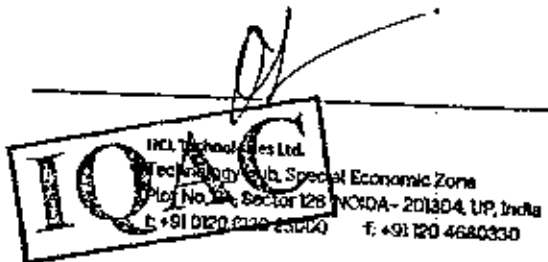
You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.


You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



Signature of Employee:   
Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
GUNTUR, A.P.

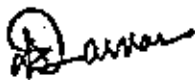
Corporate Identity Number: L7414001891PL0046368  
Registered Office:  
806 Siddharth, 95, Nehru Place, New Delhi - 110028, India

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.

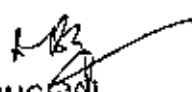


**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



2

Signature of   
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



19471A/2B/



**Mu Sigma**

Date: August 03, 2022

**Lagadapati Sambasivarao**  
Candidate ID:C2023932  
Narasaraopeta College

Dear Lagadapati Sambasivarao ,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

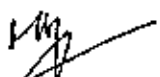
Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

**At Mu Sigma, you will be challenged and you will challenge every day** – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimental, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.


### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 001,  
Guntur (Dist.), A.P.



Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- Critical Illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.



*H. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 901.  
Guntur (Dist.), A.P.



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*[Signature]*  
PRINCIPAL  
NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARADPET - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

Annexure 1


S.No	Particulars	2024	2025	2026	2027	GTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 - 36 months	10,00,000
37 - 48 months	7,50,000

  
**IQAC**

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

19471A1232

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 007, India.  
www.techmahindra.com  
CIN L64200MH1986PLC041370

2174681 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

**Dear Maddula,**

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of Associate Software Engineer at Band U and Sub Band U1 in our Organization, provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of 70% or equivalent grade as specified at the time of your selection, meeting the set eligibility criteria, including minimum of 70% or equivalent grade in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in Annexure-A and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of 3 (Three) months from the date of joining.
- o You will be eligible for an Annual Salary package of INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only). Please refer to Annexure - B for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding INR 15,000, ( Indian Rupees Fifteen Thousand Only) if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least 2 years from the date of your joining, failing which, you will need to pay a sum of Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only) as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



*[Handwritten Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**TECH  
mahindra**

Tech Mahindra Limited  
Infocity, Hitech City Layout,  
Madhapur, Hyderabad 500081, India.

Tel: +91 40 3063 6363  
Fax: +91 40 2311 7011

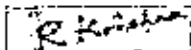
Registered Office:  
Gateway Building, Apollo Bunder  
Mumbai 400 001, India.  
[www.techmahindra.com](http://www.techmahindra.com)  
CIN L64200MH1986PLC041370

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [Campusjoining@techmahindra.com](mailto:Campusjoining@techmahindra.com)

This Letter of Intent shall cease to be valid on 30-Jun-2023 or issue of Offer of Appointment, whichever is earlier.


We look forward to you having a rewarding career with us.

Yours sincerely,  
For Tech Mahindra Limited,



Krishna Ramaswamy

Head - Resource Management Group



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**Annexure - A**

**Learning and Certification**

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (in Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and jQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7



*[Signature]*  
PRINCIPAL  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**Annexure - B**

<b>Total Cost to Company (TCC) (Per Annum)</b>	<b>325000</b>
<b>Components of Total Cost to Company</b>	<b>INR: (Per Annum)</b>
Basic (@40% of Total Fixed Pay)	112394
HRA (@70% of Basic Pay)	78676
Bonus/Statutory Bonus	48000
Employer's contribution to Provident Fund (@12% of Basic Pay)	13487
Flexible Components of TFP ^	28428
<b>Total Fixed Pay (Per Annum)</b>	<b>260985</b>
Total Variable Pay (TVP) (Per Annum) (*)	31221
<b>Total..... (A)</b>	<b>312206</b>
<b>Additional Benefits.... (B)</b>	<b>12794</b>
Gratuity	5407
Insurance Premiums (towards GTLI, GMIP and GPAI)	7387
<b>Total Cost to Company (Per Annum) — (A) + (B)</b>	<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.	
LTA	12,000
Meal Card (Max INR. 2200 per month)	26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.	
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year	
<b>Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -</b>	
<b>i) Gratuity : As per Payment of Gratuity Act</b>	
<b>ii) Insurance</b>	
<b>a) Group Term Life Insurance (GTLI) Coverage:</b> You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate	
<b>b) Group Medical Coverage Plan (GMIP):</b> You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.	
<b>c) Group Personal Accident Insurance (GPAI) coverage:</b> You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.	

I here by accept the offer letter.  
Name: Maddula Roopesh Reddy  
Application Id: 2174681



*M/R*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
M. Roopesh Reddy A.s.  
Signature



CADSYS

19471A1233

**CADSYS (INDIA) LTD**

Regd. Office : 3-6-262, 2nd Floor,  
Tirumala Estates, Himayath Nagar,  
Hyderabad - 500 029.  
Phone : 040-23224110  
URL : www.cadsystech.com  
CIN No. L72200TG1992PLC014558

30<sup>th</sup> March, 2023

Confidential

Ref: HR/CSY/GIS/OPS/2023/JDE/16/03/2023

To  
Ms. Amani Majeti,  
D. No: 2-16-57/3,107  
Rajagari kota, Narasaraopeta  
Tirumala palace, Andhra Pradesh.

Dear Ms. Amani M,

**Sub: Offer Letter**

With reference to your application and subsequent selection procedures and on behalf of Cadsys (India) Limited, a group company of Apex Group, we are pleased to offer you a position as Jr. Design Engineer in our company located at Hyderabad on the following terms and conditions.

Your Salary Structure will be as per Annexure- A.

You will be working in shifts as may be decided by the company.

As you step in, along with us you also carry with you the expectations of Cadsys family – that you would truly identify and exemplify Cadsys Code of Conduct.

Your appointment will happen only upon submission of copies of following testimonials (originals to be presented for verification)

- Academic qualification certificates (SSC, Intermediate or Diploma, Graduation) including proof of date of birth, professional proficiency certificates, four latest passport size photographs, copies of Aadhaar, Pan and passport, where applicable
- Experience certificate(s), Relieving letter/ Clearance certificate, from your previous employer(s), as applicable.

In the event that there is any discrepancy in the submitted documents and information stated during the interview, we reserve the right to cancel your candidature.

You need to report on 10<sup>th</sup> April 2023 at the address given above to complete the joining formalities, which includes

- Verification of your certificates
- Submission of filled joining forms as per the company's procedures
- Execution of bank guarantee

Once your joining formalities are completed, your work location will be assigned at any of our offices / subsidiaries / sister concerns anywhere in Hyderabad.

Your employment shall be effective from the day the above joining formalities are completed and your probation period of two years also starts from the same day.

**IQAC**



Page 1 of 4

**PRINCIPAL**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

### Secrecy and Duty:

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of the company. You are expected to maintain utmost secrecy with regards to the affairs of the company and shall keep confidential any information, instruments, documents etc. relating to the company that may come to your knowledge.

As an employee, you will be privy to sensitive and commercially valuable information concerning company and business. Such information is deemed to be the property of the company more so in the nature of intellectual property, and must not be disclosed during or after this employment to any third party without prior written consent of the company. Hereby, you undertake to indemnify the company and its affiliates from any loss or damage arising from any breach of this undertaking.

The company has various software, methodologies, systems and strategies that are of high quality involving several man-hours of effort. During your employment with company you will or may receive or contribute to confidential information, which is value to the company. You need to maintain strict confidentiality regarding any such information whether oral or written. You need to execute **Non-Disclosure Agreement and Employee Proprietary Information and Intellectual Property Agreement** which is enclosed with this agreement.

In view of your position and office, you must effectively and diligently and to the best of your ability perform all responsibilities and ensure results. In this connection you are required not to engage in activities that have or will have an adverse impact on the reputation/image and business of company, whether directly or indirectly.

### Misconduct

Any time during your employment, if you are found guilty of any act of misconduct or any willful breach or continuous negligence or under performance in terms of this appointment letter or rules or duties, disobedience of the instructions given to you from time to time, the management may, without any notice, put an end to your services with the company. You will be deemed to have brought about such a situation by your misconduct compelling the management to put an end to your services and in addition you shall be liable for losses, damages to the company.

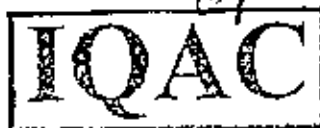
### Termination of employment:

During the period of probation your employment can be terminated by the company without notice and with or without any cause.

During the period of probation, if you decide to terminate the employment you will not only be required to give two months of prior written notice but also amount spent on training by the company. The company reserves the right to withhold your salary and other benefits in lieu of the same.

After completion of two years from the date of joining, your employment with the company can be terminated either by you or the company upon three months prior written notice. Further, until the company accepts your separation & relieves you of the responsibilities, you are deemed an employee of the company and the terms and conditions of your employment shall continue to bind you.

The company reserves the right to terminate without any notice on the grounds of unethical, misconduct, non-performance, lack of requisite attendance, or sexual harassment entirely at its own discretion.



*M. G.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

### Liquidated Damages

- (a) You acknowledge and agree that the Cadsys is providing you with training so as to enable you to perform in this position. You neither had the skill nor the capability to perform in this position without undergoing this training.
- (b) You acknowledge and agree that as an employee of Cadsys, you will receive highly sensitive information from customers all over the world. Any breach in confidentiality of this valuable information not only causes irreparable damage to the company but also loss of reputation in international market.
- (c) You further acknowledge and agree that in lieu of the special training given and the nature of services you were provided with, it may not be possible for the company to accurately estimate and/or establish the loss it will suffer if you breach the terms of this offer letter and leave your employment with the company before completion of two years from the date of joining the employment.

Having regard to those matters in clause (a) to clause (c), if your employment is terminated for breach or by you, including if you seek to leave your employment before the Probation End Date, you must pay to the company, a sum of Rupees One Lakh (Rs.1,00,000) towards the liquidated damages. To this effect, before joining the company you shall provide an irrevocable Bank Guarantee in the format provided to you.

You further agree and acknowledge that this amount is a genuine pre-estimate of the loss that the company will suffer as a result of you terminating your employment before the end date or for breaching any of the confidentiality clauses of the intellectual property agreement. This amount is exclusive of damages, if any, which arise out of your breach of the mandatory terms and conditions outlined in this agreement.

#### Severability:

In the event any provision of this agreement is deemed invalid or unenforceable by a court of law, the remaining provisions shall continue in full force and effect.

The above-mentioned does not purport to be exhaustive employment terms. You will be governed by the rules and regulations laid by the company from time to time. The above-mentioned terms and other rules & regulations shall be in force and binding until you are separated from the company by way of a written agreement/ letter issued to you.

Any action to enforce, or which arises out of or relates in any way to, any of the provisions of this agreement, or any dispute with regard to the terms stipulated herein shall be resolved in accordance with the laws of India, and any dispute, reference to this shall be dealt at Hyderabad under the exclusive jurisdiction of the courts of India.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms described in this letter.

Looking forward to a mutually beneficial association.

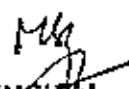
Welcome once again and wishing you the best time ahead!!!

For CADSYS (INDIA) LIMITED

  
Manager - Human Resources



I accept the terms of this letter

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 504,  
Guntur (Dist.), A.P.  
**CADSYS**

ANNEXURE-A

**SALARY BREAK- UP DETAILS**

PARTICULARS	AMOUNT (In Rs)	
	MONTHLY	YEARLY
Basic	9500	114000
House Rent Allowance	3800	45600
Professional Development Allowance	950	11400
WiFi Allowance	1000	12000
Conveyance Allowance	1600	19200
Medical Allowance	2150	25800
<b>Gross Salary (A)</b>	<b>19000</b>	<b>228000</b>
<b>Statutory Deductions (B)</b>		
Employee Contribution to PF	1800	21600
Employee Contribution to ESI*	184	2208
Professional Tax	150	1800
<b>Net Salary (A-B)</b>	<b>16866</b>	<b>202392</b>
<b>Employer Benefits (C)</b>		
Contribution to PF	1800	21600
Contribution to ESI*	796	9552
Gratuity	457	5481
Variable Pay**	5500	66000
<b>Cost to Company (A+C)</b>	<b>27553</b>	<b>330633</b>

\*ESI Contribution may vary based on total earnings in a month.

\*\* Variable pay shown here is the performance based incentives upon reaching minimum target as per the company norms. It varies from month on month depending on the individual performance.



**IQAC**

*Edy*  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



19471A1234

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229966072/Hyderabad**  
**Date: 24/11/2022**

Mr. Venkata Sasi Kumar Majeti  
Tirumala Palace, Sindhu Block-505 Rajgarikota,  
Rajgarikota,  
Narasaraopeta-522601,  
Andhrapradesh.  
Tel# 91-9866497226

Dear Venkata Sasi Kumar Majeti,

**Sub: Letter of Offer**

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

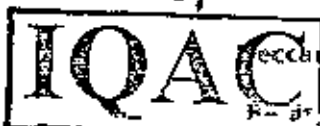
This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20229966072



**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Plot No. 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

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



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

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TCSL/DT20229966072

**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  
Registered Office Nirmal Building, 9th Floor, Narayana Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



GROSS SALARY SHEET

Annexure 1

Name	Venkata Sasi Kumar Majeti
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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 (AUTONOMOUS)  
 NARASARAOPETA - 522 501  
 Guntur (Dist.), A.P.

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 TCSLDT20129966072

**TATA CONSULTANCY SERVICES**

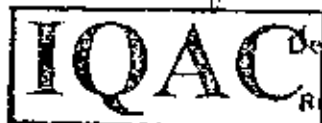
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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 20 31 31 Email: careers@tcs.com





1947(A) 235



**Mu Sigma**

Date: August 03, 2022

**Mekala Koteswara Rao**  
Candidate ID: C2023945  
Narasaraopeta College

Dear **Mekala Koteswara Rao**,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.



*M. K.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.


### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

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Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.



  
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NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



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## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with Mu Sigma Business Solutions Private Limited ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

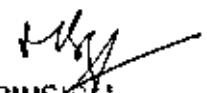
### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to INR 300,000 for you and up to three of your dependents defined as per Company medical Insurance scheme.
- Critical Illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.



  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive Jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

Agreed to and accepted:

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*[Handwritten signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 600,  
Guntur (Dist.), A.P.



Mu Sigma

**Annexure 1**

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (In INR)
0 – 36 months	10,00,000
37 – 48 months	7,50,000



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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

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Mu Sigma

Date: August 03, 2022

Mekapothula Chandrashekhar Reddy  
Candidate ID:C2023469  
Narasaraopeta College

Dear Mekapothula Chandrashekhar Reddy ,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences Journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.


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We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.



  
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NARASARAOPET - 522 601.  
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Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

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You will undergo an Immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

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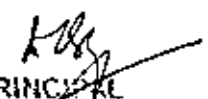
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(AUTONOMOUS)  
NARASARAOPET - 522 501.  
Guntur (Dist.), A.P.



Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

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### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.


### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- Critical illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs. PAN etc. In due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





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**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*ll*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



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Annexure 1


S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 - 36 months	10,00,000
37 - 48 months	7,50,000

  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A1237



**Mu Sigma**

Date: August 03, 2022

**Mulla Sai Pavan Kalyan**  
Candidate ID:C2023472  
Narasaraopeta College

Dear Mulla Sai Pavan Kalyan ,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.


Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

## Your Decision Sciences Journey with us – Overview & Structure

During your course of employment, you will be learning and delivering value real-time every day.

### Up to 120 Days: Induction & Training

You will undergo an Immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.


### Trainee Decision Scientist Journey

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### Apprentice Leader Journey

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.

  
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Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.


### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- **Critical Illness benefit cover:** This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs. PAN etc. in due course and execute agreements, which includes standard non-disclosure and Inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.



  
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Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*[Signature]*  
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Mu Sigma

Annexure 1


S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 - 36 months	10,00,000
37 - 48 months	7,50,000

  
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19471A1 239

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229734339/Hyderabad**  
**Date: 24/11/2022**

Ms. Nukala Teja Sri  
H.No: 4 Darsi(V), Marturu(M),  
Bapla(D)-522101  
Andhra Pradesh,  
Tel# -

De,  
**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.


Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



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





**GROSS SALARY SHEET**

Annexure 1

Name	Nukala Teja Sri
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7800 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.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Registered Office: No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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 TCS/DT20229784339



Date: 19 October, 2022

Perugu Naveen  
5-86, Peridepi (V),Kondepi(M) Prakasam

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Perugu Naveen

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as Software Engineer Trainee in our organization Dhruvsoft Services Private Limited

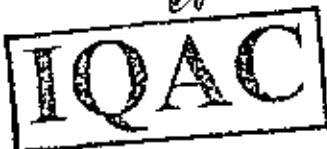
**2. START DATE**

Your employment with the Company shall commence on 1<sup>st</sup> June 2023 ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- Verification of documents listed in Appendix 1 of this letter.
- Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of



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the government medical check if applicable. Failure to meet these requirements will lead to the withdrawal of your employment offer/termination of your employment.

Whilst every effort will be made to complete the recruitment procedures before the commencement of this Agreement, this may not be possible and the Company may terminate your employment at any time by giving one week's notice (if you have been employed for 1 month or more) or immediately (if you have been employed for less than one month) if either your references or other recruitment procedures are not completed to our satisfaction.

#### 4. REMUNERATION

- a. Your commencing gross annual salary will be will be as follows Inclusive of the fixed pay, variable pay, allowances and benefits described in Appendix 2 attached hereto.

Gross Annual Salary (CTC) 1<sup>st</sup> Year                      CTC of 325,000 INR (Rupees Three Lacs Twenty-Five Thousand only)

Gross Annual Salary (CTC) 2<sup>nd</sup> Year                      CTC of 400,000 INR (Rupees Four Lacs only)


- b. The salary will be paid after statutory deductions like PF and ESI as applicable. Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- c. The salary will not be admissible on the days of absence.
- d. Variable performance Bonus is fixed at 100% for first year.

#### 5. BENEFITS

You will be entitled to following benefits:

- a. You will be entitled for cashable paid leave (1.5 paid leave for every 1 month worked) OR as per policy subject to confirmation of service after probation
- b. Women employees will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- c. Employees are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in Leave Policy.
- d. Provident Fund (PF) Contributions as per PF Act

  
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Appendix - 2  
Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

  
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Salary Breakup		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic		
HRA	13,333	1,60,000
Conveyance Allowance	6,667	80,000
Performance Bonus	1,600	19,200
Retention Bonus	1667	20000
Statutory Bonus	1667	20000
CCA	2000	24000
<b>Total (A)</b>	<b>1,512</b>	<b>18,146</b>
<b>(B) Benefits</b>	<b>28,445</b>	<b>3,55,746</b>
Certification Allowance		
PF Employer Contribution	1200	14400
Health Insurance	1600	19,200
Gratuity	247	2962
<b>Total (B)</b>	<b>641</b>	<b>7692</b>
<b>(C) Deductions</b>	<b>3,688</b>	<b>44,254</b>
PF Employee Contribution		
Professional Tax	1,600	19,200
<b>Total (C)</b>	<b>200</b>	<b>2,400</b>
<b>Net Take Home (A-C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Total CTC (per annum)</b>	<b>26,645</b>	<b>3,34,146</b>
	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.



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OFFER & APPOINTMENT LETTER

19471A1242

Date: 23-August-2023,

**Ponnekanti Venkatesh.**

Dear Ponnekanti Venkatesh,

Congratulations

It is our pleasure to welcome you to NEOGEN Soft tech Solutions.

With reference to your application and subsequent interview with us for a career in our organization, we are pleased to inform you that you have been selected for employment in NEOGEN Soft tech Solutions Limited (herein referred as "NEOGEN" or "Company") we are pleased to inform you that you have been selected for employment in our organization as "**Trainee**" for 3 months with **Salary compensation of 45,000.** After Trainee employee selected as "**Software Developer**" based on your performance increment.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast-changing world needs; keep sharpening your skills and investing in yourself; and last but not the least - keep your work and life in perfect balance, because that is the prerequisite for success.


We take this opportunity to thank & appreciate your decision to join NEOGEN. You are requested to join us on or before **Sept 18 , 2023.**

You will be on probation for a period of **6 months** from the date of your joining. Your compensation would be as outlined in a separate document "**Salary Structure**". The general terms and conditions governing your employment are outlined in **Annexure II.**

On the date of joining, you would be required to furnish photocopies of the original documents and other listed information in **Annexure III.** Please note that the submission of all the documents is mandatory to facilitate joining, background verification / Validation and appointment process at NEOGEN. **Annexure I** provide details on the various compensation components and selected benefits that we offer you as a part of the NEOGEN family.

As confirmation of your acceptance, please sign the duplicate copy of this Offer cum Appointment Letter and Annexure and submit the same within 7 days to at the address given below:

This offer will be valid subject to successful clearance of your pre-employment.

  
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(AUTONOMOUS)

NARASARAOPET - 522 601

Contact: 0844-2411002

**ANNEXURE I**

**EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS**

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

Basic Salary Monthly Allowances Variable Pay  
Retrials & Insurances Benefit

The details for each component falling under these heads are explained as following:

**BASIC SALARY**

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical Insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

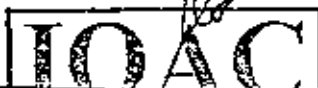
**MONTHLY ALLOWANCES**

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within NEOGEN Cafeterias or food joints outside NEOGEN campus which serves only food and non- alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

**VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in NEOGEN.

**Performance Bonus (PB):** You will be eligible to Performance bonus of << Currency >> <<PB>> per annum. Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum



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**Annexure**  
**IV**

You are required to report to NEOGEN Onboarding Team for completing joining formalities on the day of joining by 10:00 a.m. at your respective location of joining as following.

This offer and Appointment letter with all the enclosures of Annexures is completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding. The above-mentioned commitment will not be paid if it is not claimed within 6 months of joining/as specified under company policies.

For NEOGEN Softtech Solutions Private Limited

For Neogen Softtech Solution.  
Name:

Accepted & Agreed Name



Signature:

**ACCEPTANCE OF APPOINTMENT TERMS AND  
CONDITIONS:**

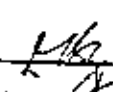
I agree that I have read, understand, and accept this engagement from Neogen Softtech solutions Private Limited under the terms and conditions stated above.

(Please sign below to confirm that you agree with the terms and conditions stated in this engagement.)

**Printed Name:** Ponnekanti  
Venkatesh

Date: \_\_\_\_\_



  
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NARASARAOPETA - 522 601



19-1243



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear P.Adilakshmi

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 16000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M:+91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
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Guntur (Dist.), A.P.



19471A245

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20229734345/Hyderabad**  
**Date: 24/11/2022**

Ms. Ravipati Jayasrilakshmi,  
2-35, Main Road, Jettipalem,  
Rentichintala -522421  
Andhra Pradesh.  
Tel# -

Dear Ravipati Jayasrilakshmi ,  
**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &



*Handwritten signature*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601.  
Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT20229734345

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



**GROSS SALARY SHEET**

Annexure 1

Name	Ravipati Jayasrilakshmi
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000/-

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522401,  
Guntur (Dist.), A.P.

**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

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

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



DOC: - SA/TA/Hyd/2023/4481

Date: -14 Feb 2023

Dear Abdul Shaik,

1947/A/248

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**Mu Sigma**

Date: August 03, 2022

**Shalk Adil**  
Candidate ID:C2023556  
Narasaraopeta College

Dear Shalk Adil ,

**Congratulations** - We are thrilled to invite you to embark on a Decision Sciences Journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.


Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new Industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and If you are committed to evolving into an elite decision sciences leader, we invite you to undertake this journey with us.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Mu Sigma

## Your Decision Sciences Journey with us – Overview & Structure

During your course of employment, you will be learning and delivering value real-time every day.

### Up to 120 Days: Induction & Training

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

At the end of the program, you will be equipped with an experimentative, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.


### Trainee Decision Scientist Journey

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and Innovate closely with the CXOs and senior leadership of industries.

### Apprentice Leader Journey

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.



  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:


- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- **Critical Illness benefit cover:** This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

  
**IQAC**  
PRINCIPAL  
NARASARAOPEETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPEETA - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

Agreed to and accepted:

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.





Mu Sigma

**Annexure 1**

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 - 36 months	10,00,000
37 - 48 months	7,50,000



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19471A125<sup>0</sup>



**Mu Sigma**

**Date: August 03, 2022**

**Shaik Gafoor**  
**Candidate ID:C2023732**  
**Narasaraopeta College**

**Dear Shaik Gafoor ,**

**Congratulations - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.**


**Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the Journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.**

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Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with Mu Sigma Business Solutions Private Limited ('Company'). Your exact Date of Joining will be communicated on a later date.

### Compensation:

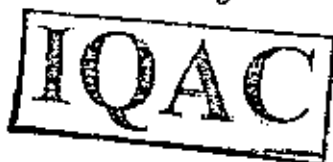
- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

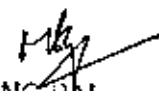
### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to INR 300,000 for you and up to three of your dependents defined as per Company medical insurance scheme.
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- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.



  
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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.) A.P.



Mu Sigma

Annexure 1

S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
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4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 - 36 months	10,00,000
37 - 48 months	7,50,000

*AP*

**IQAC**

*Principal*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

1947(AH 25)

# Deloitte.

Deloitte Consulting India Private Limited  
Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga  
Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000  
www.deloitte.com

Sep 8, 2023

Ms. Shaik Jasmina  
3-8, Koyyalagudem(V), Ponguturu(M)  
-534312  
India

**Subject: Offer of Employment**

Dear Shaik Jasmina :

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Analyst Trainee** based in **Hyderabad**.

We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization on **October 3, 2023**.

You will be required to register with the National Apprenticeship Training Scheme "NATS" as an Apprentice (As defined under the NATS) and the employment confirmation is subject to probation period of 12 months (from **October 3, 2023** to **October 3, 2024**). During the probation period you will be evaluated on various trainings and performance criteria. Upon successful completion of probation period your employment will be confirmed.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

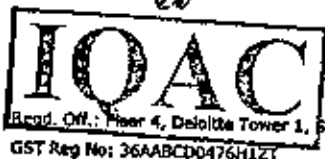
As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 400,000/-** and, will be eligible for a end term bonus of **Rs./₹ 40,000/-** upon successful completion of your probation period. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 10,000/-** subject to your reporting for full-time employment on **October 3, 2023**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us during the probation period of 12 months and post successful completion of the probation period and confirmation of employment will be governed by the Terms and Conditions as detailed in Annexure B, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") requires their employees to make the necessary representations regarding independence and other matters, as the Employer is a subsidiary of Deloitte LLP. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in Annexure B

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.



Regd. Off.: Floor 4, Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

CIN: U72900TG2000PTC039976

This is a system generated offer

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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

In compliance with applicable laws, Deloitte India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 p.m. - 6:00 a.m. In Hyderabad, 9:00 p.m. - 6:00 a.m. in Mumbai, Pune; 7:00 p.m. - 6:00 a.m. In Gurugram, 8:00 p.m. - 6:00 a.m. In Bengaluru, Chennai, and Kolkata.

This letter and Deloitte Consulting India Private Limited employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Shaik Jasmine, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited  
Best regards,

DocuSigned by:  
*Pooja Madhavi*  
A3628FE226924C0...  
By: \_\_\_\_\_  
Signature

Authorized Signatory

Acceptance

I, Shaik Jasmine, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:  
*N.B. Shama*  
ECEEFCDE2610486...  
Signature

sep 8, 2023  
Date



Sealed By: DS DELOITTE CONSULTING INDIA PRIVATE LIMITED 10  
Sealed Time: 2023.09.08 11:09:40 -07:00



*Mky*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



## Annexure A

Ms. Shaik Jasmine

Analyst Trainee

Description	Monthly (Rs. per month)	Annual (Rs. per Annum)
Basic Pay	11,700	140,400
House Rent Allowance (HRA)	5,850	70,200
Special Allowance <sup>1a &amp; 1b</sup>	6,774	81,288
Leave Travel Allowance <sup>2</sup>	1,170	14,040
Differential Allowance	3,840	46,080
Meal Card <sup>3</sup>	2,200	26,400
Employer's contribution to PF	1,800	21,600
<b>Total Salary (In Rs.)</b>	<b>33,334</b>	<b>400,008</b>
Medical Insurance Premium <sup>4</sup>	3,014	36,167

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....



Handwritten signature and stamp of IQAC.

Handwritten signature and stamp of Narasaraopeta Engineering College (Autonomous).

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

19-1252



## Intent to Hire

Date: 10<sup>th</sup> March 2023

Dear SK.Karimoon

We are delighted to inform you that you have been selected for the position of **CSA (Customer Support Associate)** in our organization for our Mangalore location. You will be offered a monthly salary of **INR 18000 PM.**

Your joining date will be **1<sup>st</sup> May 2023** for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +91 9703636346 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited


1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703636346

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

1947/A1254



**Mu Sigma**

Date: August 03, 2022

**Shaik Madina Sameer Nabi Basha**  
Candidate ID: C2023842  
Narasaraopeta College

Dear Shaik Madina Sameer Nabi Basha ,

**Congratulations - We are thrilled to invite you to embark on a Decision Sciences journey with Mu Sigma, the world's largest pure-play Big Data Analytics & Decision Support company. With a worldwide footprint, Mu Sigma acts as a Transformation Sherpa for its customers in their endeavor to change the way they compete.**

Since inception, Mu Sigma has challenged traditional paradigms of learning modes, problem-solving, decision-making, and leadership to enable and accelerate the journey of young problem-solvers into global leaders that transform the journey of Fortune 500 organizations. Our model has demonstrated that young and fearless decision sciences leaders can be groomed through unrivaled training & unparalleled work experience.

With Mu Sigma, you belong to a special category of people who are not only building a path-breaking Company, but also laying the foundation for a new Industry. You have a rare opportunity to be part of a team that is defining the space of decision sciences, as well as challenging widely held business practices and beliefs along the way.

At Mu Sigma, you will be challenged and you will challenge every day – you will be encouraged and rewarded for questions over answers, for challenging the status quo, for asking 'why not' over 'why', for being daring enough to counter experience with experiments, and for being bold enough to question traditional knowledge with new learnings. You will solve complex problems for Fortune 500 giants across Retail, Healthcare, CPG, Insurance, Automobile, and many other industries by combining Math, Business Acumen, Technology, Behavioral Sciences, and Design Thinking.

We trust you are as excited as us by the opportunities the future holds, and if you are committed to evolving into an elite decision sciences leader, we invite you to undertake this Journey with us.



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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

## **Your Decision Sciences Journey with us – Overview & Structure**

During your course of employment, you will be learning and delivering value real-time every day.

### **Up to 120 Days: Induction & Training**

You will undergo an immersive training in Mu Sigma's unique **Art of Problem Solving (AoPS™)** ecosystem to develop a problem-solving mindset that combines math, business, and technology with behavioral sciences & design thinking. You will be mentored to elevate your mindset, skillset, toolset, and you will be groomed by Decision Sciences practitioners who are abreast of current industry challenges and real-world problems, with access to Mu Sigma proprietary tools and central learning repository.

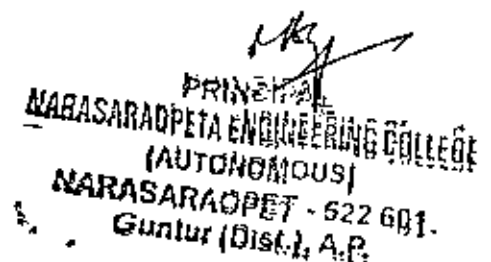
At the end of the program, you will be equipped with an experimental, learning-driven and interdisciplinary approach to problem-solving and you will be ready to be allocated in different fulfillment or enablement teams at Mu Sigma.

### **Trainee Decision Scientist Journey**

During your journey as a Trainee Decision Scientist, you will explore a wide range of cross-industry and cross-functional real-world problems with Fortune 500 customers across multiple industry verticals and business horizontals. You will have a 360° view to problem-solving and will experience the full life-cycle of a problem, all the way from problem-definition to solution implementation within the customer organization. You will observe first-hand, the impact of your work on the decisions of leading global organizations and innovate closely with the CXOs and senior leadership of industries.

### **Apprentice Leader Journey**

Subject to satisfactory performance, you will be promoted to an Apprentice Leader (AL). As an AL, you will be a member of Mu Sigma's leadership community. You will be tasked with driving revenue growth, managing key accounts and customer relationships, mentoring Trainee Decision Scientists (TDS), and contributing to organizational initiatives.





Mu Sigma

## TERMS & CONDITIONS

### Joining Date:

- We are pleased offer you the position of Trainee Decision Scientist with **Mu Sigma Business Solutions Private Limited** ("Company"). Your exact Date of Joining will be communicated on a later date.

### Compensation:

- Once you execute the contract of employment and come on rolls of the Company on the communicated employment start date, your Cost to Company as mentioned in the Annexure 1.

### Medical Insurance:

- In addition to the above, you will also be eligible for Medical Insurance covering hospitalization expenses of up to **INR 300,000** for you and up to three of your dependents defined as per Company medical insurance scheme.
- Critical Illness benefit cover: This will be in the form of a one-time payment of sum insured as per the company policy. This payment will be made only on the first instance of critical illness in the lifetime of the employee. This is applicable only for the employee.

### General:

- This letter shall be a mere invitation to offer ("Offer Letter") and the acceptance of this Offer Letter is not to be considered as a binding contract guaranteeing employment for any specific duration. The Company reserves the right to vary or alter the terms and conditions of this Offer Letter and the right to revoke this Offer Letter without cause and without notice period of such revocation up to any time.
- You will be required to submit documents such as educational certificates, ID proof / Address proof, Aadhaar card, photographs, PAN etc. in due course and execute agreements, which includes standard non-disclosure and inventions assignment agreements and appointment letter/contract of employment between you and the Company.
- You may write to us at [campus\\_india@mu-sigma.com](mailto:campus_india@mu-sigma.com) for any queries regarding this offer.

**IQAC**

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



Mu Sigma

**Governing law:**

This Offer shall be governed, interpreted and enforced by and in accordance with the laws of India and courts in Bangalore shall have the exclusive jurisdiction.

**Acceptance of our offer:**

Please acknowledge your acceptance by signing below. We look forward to your association with Mu Sigma and wish you all the best for a long and exciting career here.

Sincerely,

*Deepa S. Mahesh*

\_\_\_\_\_  
Deepa S Mahesh

Director

**Declaration**

I have carefully read and understood the terms of this offer letter including all the annexures and accept the same unconditionally.

**Agreed to and accepted:**

\_\_\_\_\_  
Candidate name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



Mu Sigma

Annexure 1

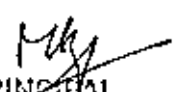
S.No	Particulars	2024	2025	2026	2027	CTC over 4 jumps
1	Total compensation on Joining till Jan 2025	5,00,000 (PA)				
2	1 <sup>st</sup> Jump - Jan 2025 Compensation Revision		6,50,000 (PA)			
3	2 <sup>nd</sup> Jump - Jan 2026 Compensation revision			8,00,000 (PA)		
4	3 <sup>rd</sup> Jump - Jan 2027 Compensation revision				10,50,000 (PA)	
5	Total Cost to Company					30,00,000

**Penalty:**

In the event that the employee decides to leave the Company within a 4-year period, there would be a penalty applicable in addition to serving a 60-day Notice Period. The penalty would be dependent on the tenure of employment with the Company. The exact amount of the penalty will be calculated per the table below:

Tenure calculated from date of joining	Penalty amount (in INR)
0 - 36 months	10,00,000
37 - 48 months	7,50,000

  
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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



19471A1258

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20222889436/Hyderabad**  
**Date: 24/11/2022**

Ms. Suhana Syed  
15-1-6Panasa Thota,  
Lg Market,  
Narasaraopet-522601,  
Andhra Pradesh.  
Tel# -

Dear Suhana Syed,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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) based on your performance in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20222889436

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.) A.P.



IT Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel. 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





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.

## COMPENSATION AND BENEFITS

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- 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 ₹5,914/- 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 ₹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.

Principal

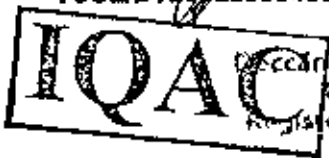
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT20/22889436

### **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Registered Office: Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Tiyyagura Jaya Naga Sumanth Reddy,  
22-5-49, Sattenapalli (V)(M),Palnadu(D)

Andhra Pradesh, India, 522403

Document ID - 3e249f7d-3dec-3403-ff41-3265ccb7fb5c

Dear Tiyyagura Jaya Naga Sumanth Reddy,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

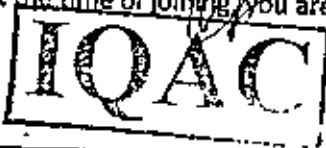
You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining you are required to have completed your degree without any standing arrears/backlogs.



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Signature of Employee: (AUTONOMOUS)

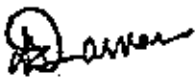
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



Debasis Sarkar  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



**IQAC**

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

2

Signature of Employee:

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Vemparala Lakshmi Narayana,  
4-23 Gundlapalli(V),Nakarikalfu,  
Andhra Pradesh, India, 522615  
Document ID - 2f239f7d-2dec-3403-ff41-2265ccb7fb5c

Dear Vemparala Lakshmi Narayana,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1 in the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on October 9, 2023. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.


Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs

**IOAC**

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 128, Noida - 201304, UP, India  
t: +91 0120 8120 25000 f: +91 120 4680330

Corporate Identity Number: L74140DL1991PL0046369  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110002, India

Signature of Employee:   
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

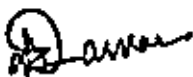
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining falling which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

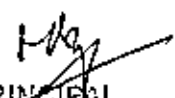
Yours truly,  
For HCL Technologies Ltd.



**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 607  
Guntur (Dist.), A.P.

2

Signature of Employee:

1947HAL 280

2175349 / ELTP-CAMPUS / 2023

15-Dec-2022

**Subject: Letter of Intent**

Dear Likitha,

This refers to the campus interview that you had attended.

We are pleased to inform that you have been shortlisted for a position of **Associate Software Engineer** at **Band U** and **Sub Band U1** in our Organization provided:

- o You being medically fit, having completed your qualifying academic course with a minimum score of **70% or equivalent grade** as specified at the time of your selection, meeting the set eligibility criteria, including minimum of **70% or equivalent grade** in all other courses completed by you prior to your qualifying academic course
- o You complete the set of learning courses mentioned in **Annexure-A** and clear Tech Mahindra certification test.

On successful completion of the above, the Company may, at its sole discretion, offer you an employment opportunity with the following conditions:

- o You will be under probation for a period of **3 (Three) months** from the date of joining.
- o You will be eligible for an Annual Salary package of **INR 325,000 (Indian Rupees Three Hundred and Twenty-five Thousand Only)**. Please refer to **Annexure - B** for breakup of your intended Annual Salary package.
- o In addition, you will also be entitled for a one-time settlement Allowance not exceeding **INR 15,000, ( Indian Rupees Fifteen Thousand Only)** if eligible, as per Tech Mahindra policy.
- o At the time of joining, you are required to sign a service bond with Tech Mahindra. As per this bond, you will be required to serve Tech Mahindra for a period of at least **2 years** from the date of your joining, failing which, you will need to pay a sum of **Indian Rupees 100,000/- (Indian Rupees One Hundred Thousand Only)** as liquidated damages to Tech Mahindra.
- o You are required to mandatorily possess a valid Passport and Income Tax PAN Card at the time of joining the Company.



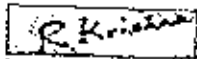
*M. S. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 001,  
Guntur (Dist.), A.P.

We request you to confirm to us your acceptance of the terms and conditions specified herein by signing and returning a copy of this Letter to Campus Joining Team on [CampusJoining@techmahindra.com](mailto:CampusJoining@techmahindra.com)

This Letter of Intent shall cease to be valid on 30-Jun-2023 or issue of Offer of Appointment, whichever is earlier.


We look forward to you having a rewarding career with us.

Yours sincerely,  
For Tech Mahindra Limited,



Krishna Ramaswamy

Head - Resource Management Group



PRINCIPAL  
NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

## Annexure - A

### Learning and Certification

Selects to learn the below Udemy courses in self-learning mode and earn the course completion certificate for each course

Detailed learning instructions will be communicated separately.

Category	Udemy Course Name	Course Duration (in Hrs)
Programming Foundations	Programming 101	4.5
Data Structures & Algorithms	Data Structures A-Z : Data Structures + Algorithms Bootcamp	7.5
Web Programming	Complete Web Design Course: HTML, CSS, Javascript and JQuery & Vue JS	27.5
Linux Fundamentals	Learn Linux in 5 Days and Level Up Your Career	13.5
Shell Scripting	Bash Shell Scripting: Crash Course For Beginners	5.5
SQL	SQL for Beginners: Learn SQL using MySQL and Database Design	8
Python basics	The Python Bible Everything You Need to Program in Python	9
Cloud Computing	A Practical Introduction to Cloud Computing	2.5
Agile & Scrum	Agile Fundamentals: Including Scrum and Kanban - 2022	4.5
Software Testing	Certified Tester ISTQB Foundation Level (CTFL) - Updated 2022	9.5
Communication	The Art of Communications ? Become a Master Communicator	4
Email Writing	Write Better Emails: Tactics for Smarter Team Communication	1.5
Business Etiquettes	Business Etiquette 101: Social Skills for Success	4.7





## Annexure - B

Total Cost to Company (TCC) (Per Annum)		325000
<b>Components of Total Cost to Company</b>		<b>INR. (Per Annum)</b>
Basic (@40% of Total Fixed Pay)		112394
HRA (@70% of Basic Pay)		78676
Bonus/Statutory Bonus		48000
Employer's contribution to Provident Fund (@12% of Basic Pay)		13487
Flexible Components of TFP ^		28428
Total Fixed Pay (Per Annum)		280985
Total Variable Pay (TVP) (Per Annum) (*)		31221
Total.....(A)		312208
Additional Benefits.....(B)		12794
Gratuity		5407
Insurance Premiums (towards GTLI, GMIP and GPAI)		7387
<b>Total Cost to Company (Per Annum) ----(A) + (B)</b>		<b>325000</b>
^ Under the 'Flexible Benefits Plan', you are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.		
LTA		12,000
Meal Card (Max INR. 2200 per month)		26,400
Bonus / Statutory Bonus, if applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary.		
(*) Maximum amount based on 100% performance; TVP shall be payable as per Variable Pay Program applicable for the Financial Year		
<b>Additional Benefits :</b> In addition to the above, you will also be eligible for the below-mentioned benefits -		
I) Gratuity : As per Payment of Gratuity Act		
II) Insurance		
a) Group Term Life Insurance (GTLI) Coverage: You would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of INR 20 lakhs to the beneficiary on the unfortunate death of the associate		
b) Group Medical Coverage Plan (GMIP): You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of INR 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be INR 2 lakhs.		
c) Group Personal Accident Insurance (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto INR 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.		



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

## OFFER & APPOINTMENT LETTER

Offer Release Date: September 27, 2023

Dear Vemparala Lakshmi Narayana,  
4-23 Gundlapalli(V), Nakarikallu,  
Andhra Pradesh, India, 522615  
Document ID - 2f239f7d-2dec-3403-ff41-2265ccb7fb5c

Dear Vemparala Lakshmi Narayana,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd. (herein referred as "HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **October 9, 2023**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be 425000 per annum, outlined in Annexure I.

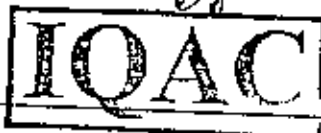
You will be required to sign a service agreement of 12 months with a surety amount of INR 50,000. This amount shall be payable to the Company only on the event of your separation from the company before 12 months from the date of joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.



PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

Signature of Employee: NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

HCL Technologies Ltd.  
Technology Hub, Special Economic Zone  
Plot No. 3A, Sector 126, NOIDA - 201304, UP, India  
T: +91 0120 6120 25000 F: +91 120 4660330

Corporate Identity Number: L74140DL1991PLC046369  
Registered Office:  
808 Siddharth, 96, Nehru Place, New Delhi - 110009, India

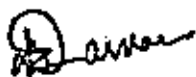
**HCL**

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,  
For HCL Technologies Ltd.



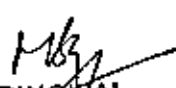
**Debasis Sarkar**  
Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.



2

Signature of Employee:

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Date: 19 October, 2022

Yalagala Sai Ram  
13-13, Murturu(V)(M), Prakasam(D)

**Subject: Offer Letter for Employment with Dhruvsoft Services Private Limited**

Dear Yalagala Sai Ram

It is a pleasure to issue this offer letter for employment in Dhruvsoft Services Private Limited, Hyderabad subject following terms and conditions as below.

Please note that this is only an offer letter for employment and not the appointment letter; that will be issued to you only after joining. This letter notifies you of some important conditions of employment.

**1. POSITION**

You will be designated as **Software Engineer Trainee** in our organization Dhruvsoft Services Private Limited

**2. START DATE**

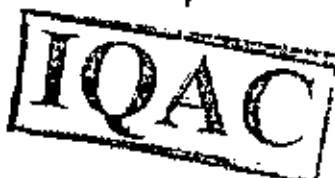
Your employment with the Company shall commence on **1<sup>st</sup> June 2023** ("the Start Date") or such earlier date as is agreed between you and the Company. In case there is any change in the date you can communicate to us and based on mutual agreement we can revise the joining date.

**3. PRE-EMPLOYMENT CONDITIONS**

Your employment is subject to and conditional upon:

- An employment screening check, including the receipt of references satisfactory to the Company; CID clearance if applicable.
- Verification of documents listed in Appendix 1 of this letter.
- Verification to the satisfaction of the Company of the information that has been provided to the Company in the course of the application process.
- You being (and to continue throughout your employment be) in possession of the necessary permission to live and work in India, and the Company being able to obtain all necessary work and residence permits for you. This includes satisfying the requirements of





  
PRINCIPAL

NARASARAOPETA ENGINEERING CO<sup>Y</sup> LTD  
(AUTONOMOUS)  
NARASARAOPET - 522 507  
Guntur (Dist.), A.P.

the government medical check if applicable. Failure to meet these requirements will lead to the withdrawal of your employment offer/termination of your employment.

Whilst every effort will be made to complete the recruitment procedures before the commencement of this Agreement, this may not be possible and the Company may terminate your employment at any time by giving one week's notice (if you have been employed for 1 month or more) or immediately (if you have been employed for less than one month) if either your references or other recruitment procedures are not completed to our satisfaction.

#### 4. REMUNERATION

- a. Your commencing gross annual salary will be as follows Inclusive of the fixed pay, variable pay, allowances and benefits described in Appendix 2 attached hereto.

Gross Annual Salary (CTC) 1<sup>st</sup> Year                      CTC of 325,000 INR (Rupees Three Lacs Twenty-Five Thousand only)

Gross Annual Salary (CTC) 2<sup>nd</sup> Year                      CTC of 400,000 INR (Rupees Four Lacs only)

- b. The salary will be paid after statutory deductions like PF and ESI as applicable. Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- c. The salary will not be admissible on the days of absence.
- d. Variable performance Bonus is fixed at 100% for first year.

#### 5. BENEFITS

You will be entitled to following benefits:

- a. You will be entitled for cashable paid leave (1.5 paid leave for every 1 month worked) OR as per policy subject to confirmation of service after probation
- b. Women employees will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- c. Employees are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in Leave Policy.
- d. Provident Fund (PF) Contributions as per PF Act




Handwritten signature  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Appendix - 2  
Salary Breakup

Salary Breakup		
Year 1		
Designation	Software Developer - I	
<b>(A) Components of Salary</b>		
Basic	10,833	1,30,000
HRA	5,417	65,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1354	16250
Retention Bonus	1354	16250
Statutory Bonus	2000	24000
CCA	57	688
<b>Total (A)</b>	<b>22,616</b>	<b>2,85,788</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1300	15,600
Health Insurance	247	2962
Gratuity	521	6250
<b>Total (B)</b>	<b>3,268</b>	<b>39,212</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,300	15,600
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,500</b>	<b>18,000</b>
<b>Net Take Home (A-C)</b>	<b>21,116</b>	<b>2,67,788</b>
<b>Total CTC (per annum)</b>	<b>25,883</b>	<b>3,25,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health Insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.


  
**IQAC**

  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPETA - 522 601,**  
**Guntur (Dist.), A.P.**

<u>Salary Breakup</u>		
Year 2		
Designation	Software Developer - II	
<b>(A) Components of Salary</b>		
Basic	13,333	1,60,000
HRA	6,667	80,000
Conveyance Allowance	1,600	19,200
Performance Bonus	1667	20000
Retention Bonus	1667	20000
Statutory Bonus	2000	24000
CCA	1,512	18,146
<b>Total (A)</b>	<b>28,445</b>	<b>3,55,746</b>
<b>(B) Benefits</b>		
Certification Allowance	1200	14400
PF Employer Contribution	1600	19,200
Health Insurance	247	2962
Gratuity	641	7692
<b>Total (B)</b>	<b>3,688</b>	<b>44,254</b>
<b>(C) Deductions</b>		
PF Employee Contribution	1,600	19,200
Professional Tax	200	2,400
<b>Total (C)</b>	<b>1,800</b>	<b>21,600</b>
<b>Net Take Home (A-C)</b>	<b>26,645</b>	<b>3,34,146</b>
<b>Total CTC (per annum)</b>	<b>32,133</b>	<b>4,00,000</b>

1. Taxation will be governed by the Income Tax rules. The Company will be deducting the taxes at source as per the Income tax guidelines.
2. Non-taxable part of your salary is paid only subject to the bills provided by you on a monthly basis. In case, if you do not submit the bills to us then the reimbursements are paid to you as Special Allowances, which will be a part of your taxable income.
3. During the commitment period, in case you go on paid or unpaid leave for more than 30 days; the commitment period of one year will increase by as many days as the number of days of absence/leave.
4. Health insurance of INR 200000 is provided for employee, spouse and up to two dependent children subject to terms of Group Health Insurance policy. The health insurance amount is based on the number of persons covered.

  
**IQAC**

  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPET - 522 601**  
**Guntur (Dist.), A.P.**

DOC: - SA/TA/Hyd/2023/4321

Date: -14 Feb 2023

Dear ARIKATLA RAGHU RAMI 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 on **1 August 2023** Your final assessment dates from the client will inform you during the training period.

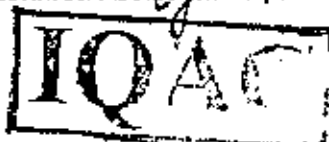
**Welcome to Savantis India Family.**

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment

| GSTIN: 36AAECV8900H1Z7 | PAN: AAECV8900H |



PRINCIPAL Page | 1  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309525

## FIXED TERM EMPLOYMENT CONTRACT

Dear B. PRASANNA BABU,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501  
Guntur (Dist.)



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*MM*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

B. Prasanna Babu  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
GLORIOUS FUTURE

06-Feb-23

**Bobbili Vishnu Vardhan Reddy**

Graduate Apprentice

Dear Bobbili Vishnu Vardhan Reddy,

**Medhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
medhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002.

Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

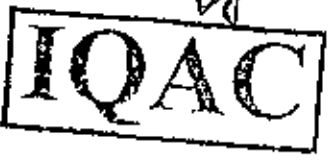
- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.

(Signature of the Apprentice)

Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002  
In Pursuit of Commitment, Stronger. Value. Stronger. Worldwide. Stronger. Together. | Stronger. By Design.

CIN: U74200KA2898PTC023894  
Website: www.timken.com/india



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

1. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of Inis apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of your's while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

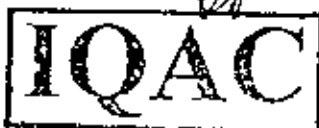
Regional Office: Plot-A43, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chennai, Kanchipuram - 603002

Stronger Commitment. Stronger Values. Stronger Worldwide. Stronger Together. | Stronger By Design.

CIN: U74200KA1988PTC083694  
Website: www.timken.com/india

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AAS, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Chennai - 603002

Stranger. Come. Welcome. Stranger. Welcome. Stranger. Worldwide. Stranger. Together. | Stranger. By Design.

CIN: U74200KA1999PTC023894  
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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309529

## FIXED TERM EMPLOYMENT CONTRACT

Dear CH. ASHOK,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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Guntur (Dist) : P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

Signature of the Employee

Address: ECH X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist) A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/37J, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4327

Date: -14 Feb 2023

Dear CHIRUGURI KARUNAKAR,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment

| GSTIN: 36AAECV8900H1Z7 | PAN: AAECV8900H |



Page 1  
PRINCIPAL  
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NARASARAOPET - 522 601  
Guntur (Dist) A.P.

June 01, 2023



Ref No: CAN109647

Mr. D. MAHESH REDDY  
4-32, Mandapam Center,  
Gundlapalli, Narakikallu,  
Guntur,  
Andhra Pradesh-523301.  
Mob No.: 7036494016

Dear Mr. D. MAHESH REDDY,

**SUBJECT: PROVISIONAL OFFER LETTER**

This is with reference to your participation at campus recruitment drive & subsequent final interview; we are pleased to offer you the post of MANAGEMENT TRAINEE in our organization on the following terms and conditions.

1. You are likely to be posted to any of our Zonal/Regional/Branch Offices located across India.
2. You will be paid a total remuneration of Rs.2,46,720/-p.a.(which is inclusive of Stipend & other allowances)
3. You will be in six months on-the-job Training followed by six months Probation effective from the date of joining. After successful completion of training and probation, you will be confirmed in the services of the company.
4. You are advised to send us scan (or) in hard copy of the below specified documents within 1 month of result declaration by University and only after verification of the certificate; you shall be intimated about your joining date.
  - a. Passport Size Photos-4 nos.
  - b. Copy of Pan card & Aadhaar card(compulsory).
  - c. Copy of Address ID proof.
  - d. Copy of Educational Qualification (Internet copies of the marksheets are not acceptable).
  - e. Relieving & Experience Letter from Current Employer for Experienced Candidates.
  - f. Proof of latest 3 months payslips (If applicable).
  - g. Copy of Driving License is mandatory.
  - h. Cancelled Cheque/Bank Passbook copy for updation of salary bank account details.

This letter is just a confirmation of your provisional selection with us and cannot be treated as an Appointment Letter and the same can be withdrawn or revoked at the sole discretion of the Management. The detailed appointment letter will be given to you at the time of joining.

Kindly sign and return to us the duplicate copy of this letter as a token of your acceptance of this offer.

We welcome you to SHRIRAM FINANCE LIMITED

For SHRIRAM FINANCE LIMITED

A.GANESH  
SENIOR VICE PRESIDENT

[Accepted]

Disclaimer: SHRIRAM FINANCE LIMITED do not engage any consultants or agencies for recruitments.

Note: - Offer Acceptance Copy/Educational documents (Post declaration of your results) should reach us at HR Department, "Novac Technology Solutions, "Statesman One", No. 275, R.K. Mun Road, Mylapore, Chennai- 600004." Mail Id hrd@novactech.in Phone No. 044-42913019/3052.



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 311  
Guntur (Dist.), A.P.

Shriram Finance Limited

(Formerly known as Shriram Transport Finance Company Limited)

Admin. Office: 6th Floor(Devil 2), Building No.02, Aurum Q Parc, Gen A/1, TTC, Thane Belpur Road, Ghansoli, Navi Mumbai - 400710. Tel: +91 22 4095 7575  
Registered Office: Sil Towers, Plot No. 14A, South Phase, Industrial Estate, Guindy, Chennai - 600 032, Tamil Nadu, India; Tel: +91-44-485 24 656  
Website : www.shriramfinance.in | Corporate Identity Number(CIN) - L65191TN1979PLC007874

06-Feb-23

Gangavarapu Sri Chandrasekhar

Graduate Apprentice

Dear Gangavarapu Sri Chandrasekhar,

Madhan J  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Representative of Timken Engineering and Research India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

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Website: www.timken.com/india

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**(AUTONOMOUS)**  
**NARASARAO PETA - 52**  
**Guntur (Dist.), A.P.**

### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mall Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

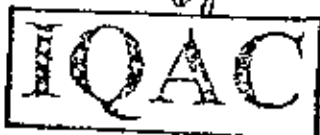
Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

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Website: www.timken.com/india

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(AUTONOMOUS)  
NARASARAPETA - 522 601  
Guntur (Dist.), A.P.



**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that your will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best,  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.

(Signature of the Apprentice) Timken Engineering and Research

India Private Limited  
A Timken Company Subsidiary  
Mait Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
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NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

06-Feb-23

Gannepalli Ravi

Graduate Apprentice

Dear Gannepalli Ravi,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpeta, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2012**

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- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Apprentice) Timken Engineering and Research

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Bangalore - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
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**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPETA - 522 601.**  
**Guntur (Dist.), A.P.**

### 5. Code of Conduct

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- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
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- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

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### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kanchipuram - 603002

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CIN: U74200KA1998PTC029894  
Website: [www.timken.com/india](http://www.timken.com/india)

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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**9. Applicable Law**

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ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that your will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

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iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
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**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPETA - 522 601**  
**Guntur (Dist.), A.P.**

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector J,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4331

Date: -14 Feb 2023

Dear GONA VAMSI,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



[ GSTIN: 36AAECV8900H1Z7 | PAN: AAECV8900H ]

*MH*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

313



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

Date: 12-04-2023

EMP Id: 202309538

## FIXED TERM EMPLOYMENT CONTRACT

Dear G. JAYANTH KUMAR,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
GURU (Dist), A.P.



# SURYA TECH SOLUTIONS

**LEADING VENDOR TO TELECOM SECTORS**

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Eci 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

Jayanth Kumar  
Signature of the Employee

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

06-Feb-23

Jandhayala Sandleya

Graduate Apprentice

Dear Jandhayala Sandleya,

**Madhan J**  
 Manager  
 Human Resources

T +91 44 4741 2012  
 M +91 9677133300  
 madhan.jagadeesan@timken.com

Timken Engineering and Research-  
 India Private Limited  
 Plot No. Aa-3, 6th Avenue,  
 Mahindra World City, P.O. Natham,  
 Chengalpeta, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Apprentice) Timken Engineering and Research  
 India Private Limited  
 A Timken Company Subsidiary  
 Mail Code: Ban-01  
 39-42, Electronic City Phase II  
 Hosur Road  
 Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
 Chengalpeta, Kancheepuram - 603002

Souper Commitment. Stronger Values. Stronger Workforce. Stronger Together. | Stronger By Design.

CIN: U24700KA1998PTC023894  
 Website: www.timken.com/india

PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)

NARASARAOPETA - 522 501

Contact: 0864 2411001

#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation. ]

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as, "Graduate Apprentice shall not create any Employer - Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Karheepuram - 603002

Stronger Commitment. Stronger Value. Stronger Worldwide. Stronger Together. } Stronger. By Design.

CIN: U74200KA1998PTC023894  
Website: [www.timken.com/india](http://www.timken.com/india)

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NARASARAO PETA - 522 601  
Guntur (Dist.) A.P.

**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that your will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.

Thanking you,

Yours sincerely,

For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

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CIN: U72900KA1998PTC023894  
Website: www.timken.com/india

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(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309541

## FIXED TERM EMPLOYMENT CONTRACT

Dear J. NAGENDRA BABU,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: EGI 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

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6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

---

Address: *Plot No. 10* 'Eco' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M. V. S.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*J. Nagendra Babu*  
Signature of the Employee

Address: ECIL Roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

June 01, 2023



Ref No: CAN109651

Mr. K. NAGENDRA BABU  
2-251, Near School,  
Alavala, Rompicherla,  
Guntur,  
Andhra Pradesh-522617.  
Mob No.: 9398033763

Dear Mr. K. NAGENDRA BABU,

**SUBJECT: PROVISIONAL OFFER LETTER**

This is with reference to your participation at campus recruitment drive & subsequent final interview; we are pleased to offer you the post of **MANAGEMENT TRAINEE** in our organization on the following terms and conditions.

1. You are likely to be posted to any of our Zonal/Regional/Branch Offices located across India.
2. You will be paid a total remuneration of Rs.2,46,720/-p.a.(which is inclusive of Stipend & other allowances)
3. You will be in six months on-the-job Training followed by six months Probation effective from the date of joining. After successful completion of training and probation, you will be confirmed in the services of the company.
4. You are advised to send us scan (or) in hard copy of the below specified documents within 1 month of result declaration by University and only after verification of the certificate; you shall be intimated about your joining date.
  - a. Passport Size Photos-4 nos.
  - b. Copy of Pan card & Aadhaar card(compulsory).
  - c. Copy of Address ID proof.
  - d. Copy of Educational Qualification (Internet copies of the mark sheets are not acceptable).
  - e. Relieving & Experience Letter from Current Employer for Experienced Candidates.
  - f. Proof of latest 3 months payslips (If applicable).
  - g. Copy of Driving License is mandatory.
  - h. Cancelled Cheque/Bank Passbook copy for updation of salary bank account details.

This letter is just a confirmation of your provisional selection with us and cannot be treated as an Appointment Letter and the same can be withdrawn or revoked at the sole discretion of the Management. The detailed appointment letter will be given to you at the time of joining.

Kindly sign and return to us the duplicate copy of this letter as a token of your acceptance of this offer.

We welcome you to **SHRIRAM FINANCE LIMITED**

For **SHRIRAM FINANCE LIMITED**

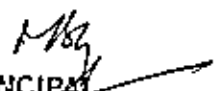
  
**A. GANESH**  
SENIOR VICE PRESIDENT

(Accepted)

Disclaimer: **SHRIRAM FINANCE LIMITED** do not engage any consultants or agencies for recruitments.

Note: - Offer Acceptance Copy/Educational documents (Post declaration of your results) should reach us at HR Department, "Novac Technology Solutions, "Statesman One", No. 275, R.K. Mun Road, Mylapore, Chennai- 600004." Mail id hrd@novactech.in Phone No. 044-42913019/3052.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**Shriram Finance Limited**

(Formerly known as Shriram Transport Finance Company Limited)

Admin. Office: 6th Floor (level 2), Building No.02, Aurum Q Parc, Gen A/1, TTC, Thane Belapur Road, Ghansoli, Navi Mumbai - 400710. Tel: +91 22 4095 7575  
Registered Office: Sri Towers, Plot No. 14A, South Phase, Industrial Estate, Guindy, Chennai - 600 032. Tamil Nadu, India | Tel: +91 44 485 24 688  
Website: www.shriramfinance.in | Corporate Identity Number (CIN) - L53191TN1979PLC007874

DOC: - SA/TA/Hyd/2023/4337

Date: -14 Feb 2023

Dear KAMBAMPATI AJITHKUMAR,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment





320

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218669800/Bangalore**  
**Date: 21/12/2022**

Mr. Prudhvi Yashwanth Reddy Kikkuru  
2-98East Bazaar,  
Sai Baba Temple, Phirangipuram,  
Guntur-522529,  
Andhra Pradesh.  
Tel# 91-9440877165

Dear Prudhvi Yashwanth Reddy Kikkuru,

**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 challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

TCS Confidential  
TCSL/DT20218669800

NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)

**TATA CONSULTANCY SERVICES** NARASARAO PETA - 522 601

VYDEHI, RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India  
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

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

**IQAC**



**GROSS SALARY SHEET**

Annexure 1

Name	Prudhvi Yashwanth Reddy Kikkuru
Designation	Systems Engineer
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<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>	51,844	7,00,022
Xplore/ Learning Incentive****		Upto:60,000

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

\* Amount depicted will be paid-out on a quarterly basis.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

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

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

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TCSL/DT20218669800

**TATA CONSULTANCY SERVICES**

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India  
Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

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



DOC: - SA/TA/Hyd/2023/4341

Date: -14 Feb 2023

Dear MELAM STEPHEN WILLIAMS,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment





06-Feb-23

Narendra Babu Sadhe

Graduate Apprentice

Dear Narendra Babu Sadhe,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpeta, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.

(Signature of the Apprentice)  
Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Chengalpeta - 603002

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Website: www.timken.com/india  
PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

1. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of Inis apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mall Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chennai Pet, Kanchipuram - 603002

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CIN: U74201KA0988PTC023894  
Website: [www.timken.com/india](http://www.timken.com/india)

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Tinkon Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Tinkon Engineering and Research

India Private Limited  
A Tinkon Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

CIN: U74200KA1998PTC023894  
Website: [www.tinkon.com/india](http://www.tinkon.com/india)

Regional Office: Plot A43, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
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Guntur (Dist.), A.P.



328

Offer: Computer Consultancy  
Ref: TCSL/DT20222958424/Hyderabad  
Date: 24/11/2022

Mr. Anwar Basha Noorbasha  
18-10-14, Atchem Peta Road Janda Chettu Street,  
Shivalayam,  
Sattenapalli-522403,  
Andhra Pradesh.  
Tel# -9550435659

Dear Anwar Basha Noorbasha,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms &

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**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

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

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

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Gunjur (Dist.), A.P.

IQAC



**GROSS SALARY SHEET**

Annexure 1

Name	Anwar Basha Noorbasha
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary		
Bouquet Of Benefits #	14,784	1,77,408
<b>2) Performance Pay**</b>	7,646	91,752
Monthly Performance Pay		
Quarterly Variable Allowance*	1,700	20,400
<b>3) City Allowance</b>	600	7,200
<b>4) Annual Components/Retirals</b>	200	2,400
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.  
 \* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.  
 \*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.  
 \*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Driftcanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
 Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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



06-Feb-23

Onteru Veeranjaneysulu

Graduate Apprentice

Dear Onteru Veeranjaneysulu,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002.

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- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
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(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601

Guntur (Dist) A.P.



#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
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- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
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1. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

if You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
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Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SE2,  
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Website: [www.timken.com/india](http://www.timken.com/india)

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that your will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.

Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SE2,  
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CIN: U74100KA1998PTC023894  
Website: [www.timken.com/india](http://www.timken.com/india)

PRINCIPAL

NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO/COM SECTORS

Date: 12-04-2023

EMP Id: 202309530

## FIXED TERM EMPLOYMENT CONTRACT

Dear P.HUSSAIN,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Eril X roads, Hyderabad-500062, Website: www.suryatechsolutions.in



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

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6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.


## 11. Confidential Information

11.1 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.

---

Address:  's' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*P. Hussain*  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*P. Hussain*  
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NARASARAOPET - 522 601  
Guntur (Dist)

DOC: - SA/TA/Hyd/2023/4345

Date: -14 Feb 2023

Dear RAMAR SATISH 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 on **1 August 2023**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: 2023.02.14

**Manish Modi**  
Manager Recruitment

[ GSTIN: 36AAECV8900H127 | PAN: AAECV8900H ]



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Guntur (Dist.) A.P.

06-Feb-23

Savalam Mani Kumar

Graduate Apprentice

Dear Savalam Mani Kumar,

**Madhan J**  
 Manager  
 Human Resources

T +91 44 4741 2012  
 M +91 9677133300  
 madhan.jagadeesan@timken.com

Timken Engineering and Research-  
 India Private Limited  
 Plot No. Aa-3, 6th Avenue,  
 Mahindra World City, P.O. Natham,  
 Chengalpet, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.

(Signature of the Apprentice) Timken Engineering and Research

India Private Limited  
 A Timken Company Subsidiary  
 Mail Code: Ban-01  
 39-42, Electronic City Phase II  
 Hosur Road  
 Bangalore - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
 Chengalpet, Kanchipuram - 603002

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CIN: U74200KA1908BT028894  
 Website: www.timken.com/india

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 Guntur (Dist.). A.P.



### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any non-compliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore – 560100

Regional Office: Plot A43, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kanchipuram - 603002

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CIN: U74200KA1998PT023894  
Website: www.timken.com/india

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NARASARAOPETA - 522 601  
Guntur (A.P.)



**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.

Thanking you,

Yours sincerely,

For Timken Engineering & Research India Pvt Ltd,



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SE2,  
Chennai, Kancheepuram - 603002

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CIN: U74200KA1998PTC023894  
Website: www.timken.com/india



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NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**Megha Engineering & Infrastructures Ltd.**

An ISO 9001-2015 Company

S-2, Technocrat Incl. Estate, Balanagar, Hyderabad-500037, Telangana, INDIA

Tel: +91-40-44336700 Fax: +91-40-44336800

E-mail: info@meil.in Visit us: www.meil.in U45202TG2006PLC050271

Position Code : 46000171

04/10/2023

Mr. Shaik Jilani  
H.No: 1-225, Aminabad,  
Guntur,  
Andhra Pradesh - 522529.  
Mobile #: 8790048717  
Email ID: sj8542405@gmail.com  
Dear Mr. Shaik Jilani

**Sub: Appointment as Apprentice Graduate Engineer Trainee (GET BOAT) -- Cons Mgt**

With reference to your application and subsequent interview you had with us, we have pleasure in selecting you as Graduate Engineer Trainee - Construction Management - (GET BOAT) at TPT NHAI Telangana, Julekal Village to Kurnool Town Pkg II - 3233, Telangana on the following terms and conditions:

1. You will be required to join on 05/10/2023 and please note that you will not be eligible for reimbursement of any expenses that you incur for reporting. Please note that request for extension in joining time will not be entertained.
2. Your period of apprenticeship training will be for 12 months from the date of joining at the above location.
  - 2.1. You will be enrolled under Board of Apprenticeship Training Scheme (BOAT). At the end of the training program, you will be issued a Certificate of Proficiency by the Government of India.
  - 2.2. The training period may be extended, if you have not attended training on all days or not fulfilled the Apprenticeship Training Program objectives.
  - 2.3. On successful completion of apprenticeship training period of twelve months or extended training period, your performance will be evaluated to reward meritorious performance and extra-ordinary contribution. Accordingly, you will be considered for appointment in the appropriate grade as per company pay grades based on vacancies existing in the company at that time.
3. During the course of your apprenticeship training, the company will pay you the stipend of ₹ 18650/- (Rupees Eighteen Thousand Six Hundred Fifty Only) per month.
  - 3.1. You will be eligible for the following additional benefits when posted at projects sites:

#	Benefits
1	Covered under Medical Insurance as per company Policy
2	Free Bachelor accommodation
3	Free Food facility at site canteen
4	Covered under The Employees Compensation Act, 1923 under Social Security Code

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- 3.2. Apprenticeship trainee is not an employee and such the provisions of any law with respect to employee shall not apply to or in relation to such apprentice including other project based allowance.
4. **Trainee Service Agreement:** You will be required to execute a service agreement, undertaking to serve the company for a minimum period of two years from the date of your joining. You must keep us informed of your contact address whenever there is any change for updating this service agreement.
  5. **Exclusivity:** During the period of apprenticeship training program, you shall not engage yourself directly / indirectly or in any other manner whatsoever, or work part time or pursue any course of study, without taking prior written consent from the Company and shall not accept any emoluments, commission or service charges or honoraria whatsoever from any one.
  6. **Confidentiality:** You shall not disclose the terms and conditions of this agreement and treat the following as strictly confidential: (i) your stipend and additional benefits, (ii) any information of the project site where you are posted or any other project site, financial position, future plans, customers of which you may be aware and particularly the construction plan, drawings, quotations and specifications.
  7. **Code of Ethics & Conduct:** You shall abide by the company corporate governance policies, safety preamble/procedures and any amendments thereof may applicable from time to time. Also attached Code of Ethics & Conduct to be signed and submitted at the time of joining which forms part of this appointment.
  8. **Deputation or Transfer:** As a part of Apprenticeship training program, you are likely to be deputed or transferred, to any office/project site that now exists or may be acquired later within India at any time.
  9. **Systems and Procedures:** You will be governed by the rules, regulations and such other practices, systems, policies and procedures of the Company and that of place of posting as notified and in force from time to time.
  10. **Pre-Employment Medical Checkup:** As per company policy, upon accepting this Trainee Apprenticeship Program, you have to undergo pre-employment medical Check-up at the company authorized hospital at your own cost as per the attachments along with this letter. This appointment is subject to your being found medically fit in the pre-employment medical Check-up.
  11. **Verification of document:** The appointment is further subject to verification of the particulars given by you on application form / apprentice contract registration form. In case any particulars mentioned by you in the application for appointment are found false or incorrect, your training period shall be terminated without any notice.
  12. **Tax Deduction at Source:** Income Tax liability, if any, will be borne by you.
  13. **Termination:** The company shall have the right to terminate this agreement forthwith without any notice in the event of moral turpitude. The termination clause in trainee service agreement forms the part of this appointment.
  14. **Alternate Dispute Resolution:** Any dispute or difference or claim arising out of this trainee apprenticeship shall be resolved among themselves through mutual negotiations. The



Shaik Jilani

relevant clauses (including jurisdiction of courts) of trainee service agreement will form part of this appointment.

Please confirm your acceptance thru email to the undersigned as a token of agreement to the terms and conditions thereof, within 10 days from the date of this appointment. In case, we do not receive any communication from you by that date, it is presumed that you are not interested in trainee apprenticeship program. Thereafter, this appointment shall be cancelled automatically.

With best wishes,

For Megha Engineering & Infrastructures Ltd.

  
D Venkata Ramana Rao  
Vice President-HR



Acceptance

I have read all the terms and conditions thereof and hereby accept my selection as Graduate Engineer Trainee under Trainee Apprentice Program of BOAT.

Place:  
Date:

Signature of the Candidate



Page 3 of 3  
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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309543

## FIXED TERM EMPLOYMENT CONTRACT

Dear SK MAHAMMAD BILAL,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Eclix' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.


10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address:  roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

SK BILAL  
Signature of the Employee

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309546

## FIXED TERM EMPLOYMENT CONTRACT

Dear SK. MAHAMMAD RIYAZ,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

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### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Eco Parks, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. Company property

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## 11. Confidential Information

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Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

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ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

SK.M.Riyaz  
Signature of the Employee

Address: Eclix' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4349

Date: - 14 Feb 2023

Dear SHAIK SUBHANI,

**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 on **1 August 2023**. Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

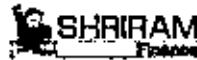
Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



341

June 01, 2023



Ref No: CAN109656  
Mr. T. VINAY KUMAR  
7-6-848/283,  
Guntur Vaari Thota,  
Guntur,  
Andhra Pradesh-522002.  
Mob No.: 7337063862

Dear Mr. T. VINAY KUMAR,

**SUBJECT: PROVISIONAL OFFER LETTER**

This is with reference to your participation at campus recruitment drive & subsequent final interview; we are pleased to offer you the post of **MANAGEMENT TRAINEE** in our organization on the following terms and conditions.

1. You are likely to be posted to any of our Zonal/Regional/Branch Offices located across India.
2. You will be paid a total remuneration of Rs.2,46,720/-p.a.(which is inclusive of Stipend & other allowances)
3. You will be in six months on-the-job Training followed by six months Probation effective from the date of joining. After successful completion of training and probation, you will be confirmed in the services of the company.
4. You are advised to send us scan (or) in hard copy of the below specified documents within 1 month of result declaration by University and only after verification of the certificate; you shall be intimated about your joining date.
  - a. Passport Size Photos-4 nos.
  - b. Copy of Pan card & Aadhaar card(compulsory).
  - c. Copy of Address ID proof.
  - d. Copy of Educational Qualification (Internet copies of the marksheets are not acceptable).
  - e. Relieving & Experience Letter from Current Employer for Experienced Candidates.
  - f. Proof of latest 3 months payslips (if applicable).
  - g. Copy of Driving License is mandatory.
  - h. Cancelled Cheque/Bank Passbook copy for updation of salary bank account details.

This letter is just a confirmation of your provisional selection with us and cannot be treated as an Appointment Letter and the same can be withdrawn or revoked at the sole discretion of the Management. The detailed appointment letter will be given to you at the time of joining.

Kindly sign and return to us the duplicate copy of this letter as a token of your acceptance of this offer.

We welcome you to SHRIRAM FINANCE LIMITED


For SHRIRAM FINANCE LIMITED

  
A.GANESH  
SENIOR VICE PRESIDENT

(Accepted)

Disclaimer: SHRIRAM FINANCE LIMITED do not engage any consultants or agencies for recruitments.

Note: - Offer Acceptance Copy/Educational documents (Post declaration of your results) should reach us at HR Department, "Novac Technology Solutions, "Statesman One", No. 275, R.K. Mun Road, Mylapore, Chennai- 600004." Mail id hrd@novactech.in Phone No. 044-42913019/3052.

  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Shriram Finance Limited

(Formerly known as Shriram Transport Finance Company Limited)

Admn. Office: 6th Floor (level 2), Building No.02, Aurum Q Parc, Gen 4/1, TTC, Thane Belpur Road, Ghansoli, Navi Mumbai - 400710. Tel:+91 22 4095 7575  
Registered Office: Sri Towers, Plot No. 14A, South Phase, Industrial Estate, Guindy, Chennai - 600 032, Tamil Nadu, India | Tel: +91-44-485 24 885  
Website : www.shriramfinance.in | Corporate Identity Number(CIN) - L65191TN1979PLC007674



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP ID: 202309549

## FIXED TERM EMPLOYMENT CONTRACT

Dear V. KOTESWARA RAO,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.com](http://www.suryatechsolutions.com)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

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6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

---

Address: Eco 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*Koteswararao*  
Signature of the Employee

Address: Ecil x roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*Mk*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

344



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309553

## FIXED TERM EMPLOYMENT CONTRACT

Dear V. AVINASH,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecil 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

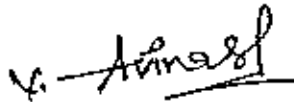
BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,




Divya  
Hr-Manager

  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



20-301

06-Feb-23

Putta Rajesh

Graduate Apprentice

Dear Putta Rajesh,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002.

Sub: Offer of Apprenticeship under The Apprenticeship Act, 1961 & The Apprenticeship (Amendment) Rules, 2019

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.

(Signature of the Apprentice)

Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 5<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

Stronger Commitment. Stronger Value. Stronger Worldwide. Stronger Together. | Stronger By Design.

CIN: U74200KA19987C023994  
Website: www.timken.com/india

PRINCIPAL

NARASARAO PETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAO PETA - 522 501,

Guntur (Dist.), A.P.



### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kanchipuram - 602002

Stronger, Committed. | Invaluable. | Set. Value. | Stronger, Worldwide. | Stronger, Together. | Stronger, By Design.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

CIN: U74200KA1998PTC023894  
Website: www.timken.com/india

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.

Thanking you,

Yours sincerely,

For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.

(Signature of the Apprentice) Timken Engineering and Research

India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kancheepuram - 603002

Stronger Commitment. Stronger Value. Stronger Worldwide. Stronger Together. Stronger By Design.



CIN: U74200KA1997PT033894  
Website: www.timken.com/india

Principal

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist) A.P.

20-302



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309555

## FIXED TERM EMPLOYMENT CONTRACT

Dear L. GOPI REDDY,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

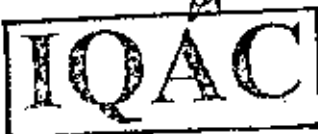
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### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: HCL X roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Mrs. N. Divya  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

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## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than **One-month** prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

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Address: E-11 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

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### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
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INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*L. Mohi Reddy*  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

20-303

June 01,2023



Ref No:CAN109656

Mr. Y. RAKESH  
33-145, 4th Lane,  
Sanjeeva Nagar,  
Chilakaluripet,  
Guntur,  
Andhra Pradesh-522616.  
Mob No.: 9949235507

**SUBJECT: PROVISIONAL OFFER LETTER**

Dear Mr.Y. RAKESH,

This is with reference to your participation at campus recruitment drive & subsequent final interview; we are pleased to offer you the post of **MANAGEMENT TRAINEE** in our organization on the following terms and conditions.

1. You are likely to be posted to any of our Zonal/Regional/Branch Offices located across India.
2. You will be paid a total remuneration of Rs.2,46,720/-p.a.(which is inclusive of Stipend & other allowances)
3. You will be in six months on-the-job Training followed by six months Probation effective from the date of joining. After successful completion of training and probation, you will be confirmed in the services of the company.
4. You are advised to send us scan (or) in hard copy of the below specified documents within 1 month of result declaration by University and only after verification of the certificate; you shall be intimated about your joining date.
  - a. Passport Size Photos-4 nos.
  - b. Copy of Pan card & Aadhaar card(compulsory).
  - c. Copy of Address ID proof.
  - d. Copy of Educational Qualification (Internet copies of the marksheets are not acceptable).
  - e. Relieving & Experience Letter from Current Employer for Experienced Candidates.
  - f. Proof of latest 3 months payslips (If applicable).
  - g. Copy of Driving License is mandatory.
  - h. Cancelled Cheque/Bank Passbook copy for updation of salary bank account details.

This letter is just a confirmation of your provisional selection with us and cannot be treated as an Appointment Letter and the same can be withdrawn or revoked at the sole discretion of the Management. The detailed appointment letter will be given to you at the time of joining.

Kindly sign and return to us the duplicate copy of this letter as a token of your acceptance of this offer.

We welcome you to SHRIRAM FINANCE LIMITED

For SHRIRAM FINANCE LIMITED


  
**A.GANESH**  
SENIOR VICE PRESIDENT

(Accepted)

Disclaimer: SHRIRAM FINANCE LIMITED do not engage any consultants or agencies for recruitments.

Note: - Offer Acceptance Copy/Educational documents (Post declaration of your results) should reach us at HR Department, "Novac Technology Solutions, "Statesman One", No. 275, R.K. Mun Road, Mylapore, Chennai- 600004." Mail id hrd@novacotech.in Phone No. 044-42913019/3052.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

Shriram Finance Limited

(Formerly known as Shriram Transport Finance Company Limited)

Admn. Office: 8th Floor(level 2), Building No.Q2, Aurum G Parc, Gan 4/1, TTC, Thane Belapur Road, Ghansoli, Navi Mumbai - 400710, Tel:+91 22 4095 7575  
Registered Office: Sri Towers, Plot No.14A, South Phase, Industrial Estate, Guindy, Chennai - 600 032, Tamil Nadu, India | Tel: +91-44-485 24 666  
Website : www.shriramfinance.in | Corporate Identity Number(CIN) - L65191TN1879PLC007874

20-304

June 01, 2023



Ref No: CAN109661  
Mr. V. NAGA SESHU  
6-33, Redla Bazar,  
Chilakaluripet,  
Guntur,  
Andhra Pradesh-522616.  
Mob No.: 7095372441

Dear Mr. V. NAGA SESHU,

**SUBJECT: PROVISIONAL OFFER LETTER**

This is with reference to your participation at campus recruitment drive & subsequent final interview; we are pleased to offer you the post of **MANAGEMENT TRAINEE** in our organization on the following terms and conditions.

1. You are likely to be posted to any of our Zonal/Regional/Branch Offices located across India.
2. You will be paid a total remuneration of Rs.2,46,720/-p.a.(which is inclusive of Stipend & other allowances)
3. You will be in six months on-the-job Training followed by six months Probation effective from the date of joining. After successful completion of training and probation, you will be confirmed in the services of the company.
4. You are advised to send us scan (or) in hard copy of the below specified documents within 1 month of result declaration by University and only after verification of the certificate; you shall be intimated about your joining date.
  - a. Passport Size Photos-4 nos.
  - b. Copy of Pan card & Aadhaar card(compulsory).
  - c. Copy of Address ID proof.
  - d. Copy of Educational Qualification (Internet copies of the marksheet are not acceptable).
  - e. Relieving & Experience Letter from Current Employer for Experienced Candidates.
  - f. Proof of latest 3 months payslips (If applicable).
  - g. Copy of Driving License is mandatory.
  - h. Cancelled Cheque/Bank Passbook copy for updation of salary bank account details.

This letter is just a confirmation of your provisional selection with us and cannot be treated as an Appointment Letter and the same can be withdrawn or revoked at the sole discretion of the Management. The detailed appointment letter will be given to you at the time of joining.

Kindly sign and return to us the duplicate copy of this letter as a token of your acceptance of this offer.

We welcome you to **SHRIRAM FINANCE LIMITED**

For **SHRIRAM FINANCE LIMITED**


  
**A.GANESH**  
SENIOR VICE PRESIDENT

[Accepted]

Disclaimer: SHRIRAM FINANCE LIMITED do not engage any consultants or agencies for recruitments.

Note: - Offer Acceptance Copy/Educational documents (Post declaration of your results) should reach us at HR Department, "Novac Technology Solutions, "Statesman One", No. 275, R.K. Man Road, Mylapore, Chennai- 600004." Mail Id hrd@novacotech.in Phone No. 044-42913019/3052.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**Shriram Finance Limited**

(Formerly known as Shriram Transport Finance Company Limited)

Admn. Office: 6th Floor(level 2), Building No.02, Aurum Q Parc, Gen 4/1, TTC, Thane Belsour Road, Ghansoli, Navi Mumbai - 400710, Tel: +91 22 4095 7575  
Registered Office: Sri Towers, Plot No. 14A, South Phase, Industrial Estate, Guindy, Chennai - 600 032, Tamil Nadu, India | Tel: +91-44-485 24 668  
Website: www.shriramfinance.in | Corporate Identity Number(CIN) - L65191TN1979PLC007674



DOC: - SA/TA/Hyd/2023/4351

Date: -14 Feb 2023

Dear GUNJI VENKATA BHASKAR,

**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 on **1 August 2023**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: 2023.02.14

**Manish Modi**  
Manager Recruitment





20-307

Offer: Computer Consultancy  
Ref: TCSL/DT20222958356/Hyderabad  
Date: 24/11/2022

Mr. Edeboina Ashok  
1+146, Yadav Bazar, Kandlakunta,  
Veldurthi,  
Guntur-522613,  
Andhra Pradesh.  
Tel# -

Dear Edeboina Ashok,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20222958356

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Head Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

**NARASARAO PETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.





**GROSS SALARY SHEET**

Annexure 1

Name	Edebolna Ashok
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,645	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,38,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist.), A.P.

TCS Confidential

TCSL/DT2022/58356

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccan Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2122 Website: www.tcs.com

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

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



20-308



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309559

## FIXED TERM EMPLOYMENT CONTRACT

Dear M. AJAY KUMAR,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Eclix roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

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6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

---

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

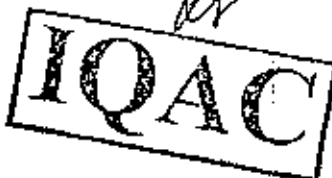
Yours Sincerely,



Divya  
Hr-Manager

Ajay Kumar  
Signature of the Employee

Address: ECH 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

20-310



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309523

## FIXED TERM EMPLOYMENT CONTRACT

Dear R.KISHORE,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Eclix roads, Hyderabad-500062, Website: www.suryatechsolutions.in



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

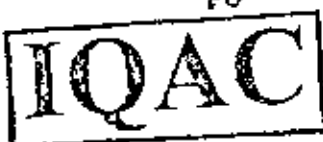
10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than **One-month** prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.


10.2 You may terminate your employment with the Company, without any cause, by giving no less than **One-month** prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential information

11.1 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.

Address:  roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

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

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*R. Kishore*  
Signature of the Employee

Address: EAM'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



20-311

Offer: Computer Consultancy  
Ref: TCSL/DT20222958361/Hyderabad  
Date: 24/11/2022

Mr. Shaik Sameer  
24-12/44, Sangadi Gunta,  
Guntur-522003,  
Andhra Pradesh.  
Tel# -

Dear Shaik Sameer,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

TCS Confidential

TCSL/DT20222958361

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

One of our offices, No. 3 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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





**GROSS SALARY SHEET**

Annexure 1

Name	Shaik Sameer
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,877</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	<b>7,646</b>	<b>91,752</b>

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601,

Guntur (Dist.), A.P.

TCS Confidential

TCSL/DT20222958381

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Head Office: No. 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Regional Office: Nariman Building, 9th Floor, Nariman Point, Mumbai 400 021  
Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

20-312

Date: 12-04-2023

EMP Id: 202309561

## FIXED TERM EMPLOYMENT CONTRACT

Dear SK. THUPAKULA MASTAN VALL,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work


The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address:  roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than **One-month** prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than **One-month** prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000 (based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

- 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.

Yours Sincerely,



Divya  
Hr-Manager

*Dr. Narsimha Reddy*  
Signature of the Employee

Address: Plot No. 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

20-313

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/341, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4355

Date: - 14 Feb 2023

Dear PARIMI GANESH,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment

[ GSTIN: 36AAECV8900H127 | PAN: AAECV8900H |

Page | 1

*Manish Modi*

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**IQAC**

20-214



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309563

## FIXED TERM EMPLOYMENT CONTRACT

Dear M. VAMSI,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities;

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

M. Vamsi  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

20-315

06-Feb-23

Ryall M T Surya Prakash

Graduate Apprentice

Dear Ryall M T Surya Prakash,

Madhan J  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research  
India Private Limited  
Plot No. AA-3, 6th Avenue,  
Mahindra World City, P.O. Netham,  
Chengalpet, Tamil Nadu - 603 002.

Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.

(Signature of the Apprentice)

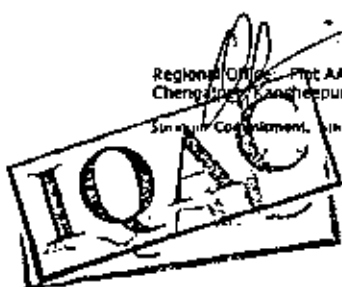
Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

CIN: U74200KA1998PT001389  
Website: www.timken.com

**PRINCIPAL**  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Regional Office - Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Chengalpattu - 603002

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### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of Inis apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

### 8. Indemnity

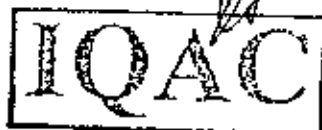
You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Chennai - 603002

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CIN: U74200KA1998PT0023894  
Website: www.timken.com/india

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA - 522 601

Guntur (Dist)

**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that your will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

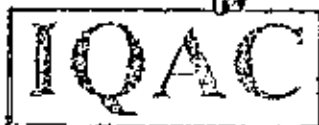
I have read and understood the above terms and conditions and have voluntarily accepted the same.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto AndRary SEZ,  
Chengalpattu, Kancheepuram - 603002

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CIN: U74200KA1999PT003894  
Website: www.timken.com/india



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 501  
Guntur (Dist.)

06-Feb-23

Shank Dastagiri

Graduate Apprentice

Dear Shank Dastagiri,

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.

(Signature of the Apprentice)

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Mail Code: Ban-01  
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Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

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CIN: U74200KA1998PL023894  
Website: www.timken.com/India

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mall Code: Ban-01  
39-42, Electronic City Phase II  
Hoosur Road  
Bengaluru - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
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CIN: U74200KA1998072023094  
Website: www.timken.com/india

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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

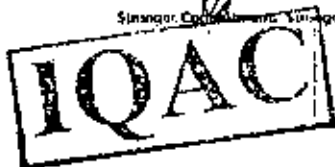
I have read and understood the above terms and conditions and have voluntarily accepted the same.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot-203, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpattu, Kancheepuram - 603002

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CIN: U74200KA1998ATP029894  
Website: www.timken.com/india



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



20-317



Date: 12-04-2023

EMP Id: 202309565

**FIXED TERM EMPLOYMENT CONTRACT**

Dear M. RAJA SEKHAR,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

**1. Commencement of employment**

Your employment will be effective, as of 04-09-2023

**2. Job title**

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

**3. Salary**

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

**4. Place of posting**

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

**5. Hours of Work**

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

**6. Leave/Holidays**

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Plot No. 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M. Raju*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

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6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

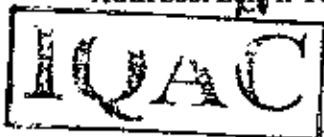
10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

---

Address: Edlx roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M/S*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*M. Raju Selvar*  
Signature of the Employee

Address: Bell 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

06-Feb-23

Dande Venkata Gopal

Graduate Apprentice

Dear Dande Venkata Gopal,

**Madhan J**  
 Manager  
 Human Resources

T +91 44 4741 2012  
 M +91 9677133300  
 madhan.jagadeesan@timken.com

Timken Engineering and Research-  
 India Private Limited  
 Plot No. Aa-3, 6th Avenue,  
 Mahindra World City, P.O. Natham,  
 Chengalpeta, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Apprentice) Timken Engineering and Research  
 India Private Limited  
 A Timken Company Subsidiary  
 Mail Code: Ban-01  
 39-42, Electronic City Phase II  
 Hosur Road  
 Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
 Chengalpeta, Kancheepuram - 603002

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CIN: U74200KA1985PT023894  
 Website: www.timken.com/india

PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601  
 Guntur Dist. A.P.

### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.

ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer - Employee relationship between the company and you. Also, you are hereby indemnify and keep indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kanchipuram - 603002

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(Signature of the Apprentice) Tirken Engineering and Research  
India Private Limited  
A Tirken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

CIN: U74200KA1999PTC023894  
Website: www.tirkencompanyindia

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

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iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best,  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.

Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
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Website: www.timken.com/india

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

20-320

06-Feb-23

Balachandar M

Graduate Apprentice

Dear Balachandar M,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. AA-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpeta, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
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- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
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(Signature of the Apprentice)  
Timken Engineering and Research  
India Private Limited  
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39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
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Website: www.timken.com/india

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(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

### 5. Code of Conduct

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- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
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- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
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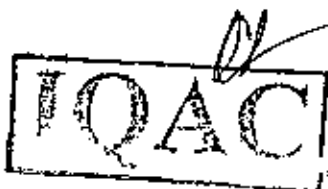
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You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer - Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kancheepuram - 603002

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CIN: U74200KA1999PTCO23894  
Website: www.timken.co.in/india

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur Dist. A.P.



**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

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iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mall Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kanchipuram - 603002

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Website: www.timken.com

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601

DOC: - SA/TA/Hyd/2023/4358

Date: -14 Feb 2023

Dear PENUMALA KALYAN,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



20-323



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309532

## FIXED TERM EMPLOYMENT CONTRACT

Dear KASHOK,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

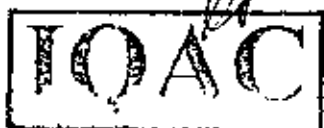
### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

### 12. 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 Record.

### 13. 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.

### Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

K Ashok,  
Signature of the Employee

Address: Ecl, roads, Hyderabad-500062, Website: www.suryatechsolutions.in



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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.

20-324



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309536

## FIXED TERM EMPLOYMENT CONTRACT

Dear N.BALA NAVEEN,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecil 'x' Road, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Principal  
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(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

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6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than **One-month** prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than **One-month** prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

---

Address: Bell 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An:Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*Bala Narveer*  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M. B. Narveer*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



20-325

# Megha Engineering & Infrastructures Ltd.

An ISO 9001-2015 Company

S-2, Technocrat Indl. Estate, Balanagar, Hyderabad-500037, Telangana, INDIA  
Tel: +91-40-44336700 Fax: +91-40-44336800  
E-mail: info@meil.in Visit us: www.meil.in U45202TG2006PLC050271



Position Code : 46000124

22/09/2023

Mr. Kothamasu Ananta Koti Srikrishna  
H.No: 7-8-36/A, Srirampuram, Narasaraopet,  
Guntur,  
Andhra Pradesh - 522601.  
Mobile #: 8008600275  
Email ID: ananthmech257@gmail.com  
Dear Mr. Kothamasu Ananta Koti Srikrishna

### Sub: Appointment as Apprentice Graduate Engineer Trainee (GET BOAT)-Erec & Cmsng

With reference to your application and subsequent interview you had with us, we have pleasure in selecting you as Graduate Engineer Trainee - Erection & Commissioning - (GET BOAT) at O&M-LIS Kaleswaram Medigadda - 7103, Telangana on the following terms and conditions:

1. You will be required to join on 22/09/2023 and please note that you will not be eligible for reimbursement of any expenses that you incur for reporting. Please note that request for extension in joining time will not be entertained.
2. Your period of apprenticeship training will be for 12 months from the date of joining at the above location.
  - 2.1. You will be enrolled under Board of Apprenticeship Training Scheme (BOAT). At the end of the training program, you will be issued a Certificate of Proficiency by the Government of India.
  - 2.2. The training period may be extended, if you have not attended training on all days or not fulfilled the Apprenticeship Training Program objectives.
  - 2.3. On successful completion of apprenticeship training period of twelve months or extended training period, your performance will be evaluated to reward meritorious performance and extra-ordinary contribution. Accordingly, you will be considered for appointment in the appropriate grade as per company pay grades based on vacancies existing in the company at that time.
3. During the course of your apprenticeship training, the company will pay you the stipend of ₹ 18650/- (Rupees Eighteen Thousand Six Hundred Fifty Only) per month.
  - 3.1. You will be eligible for the following additional benefits when posted at projects sites:

#	Benefits
1	Covered under Medical Insurance as per company Policy
2	Free Bachelor accommodation
3	Free Food facility at site canteen
4	Covered under The Employees Compensation Act, 1923 under Social Security Code

 Page 1 of 3

PRINCIPAL  
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NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

  
  
**IQAC**



Kothamasu Ananta Koti Srikrishna

- 3.2. Apprenticeship trainee is not an employee and such the provisions of any law with respect to employee shall not apply to or in relation to such apprentice including other project based allowance.
4. **Trainee Service Agreement:** You will be required to execute a service agreement, undertaking to serve the company for a minimum period of two years from the date of your joining. You must keep us informed of your contact address whenever there is any change for updating this service agreement.
  5. **Exclusivity:** During the period of apprenticeship training program, you shall not engage yourself directly / indirectly or in any other manner whatsoever, or work part time or pursue any course of study, without taking prior written consent from the Company and shall not accept any emoluments, commission or service charges or honoraria whatsoever from any one.
  6. **Confidentiality:** You shall not disclose the terms and conditions of this agreement and treat the following as strictly confidential: (i) your stipend and additional benefits, (ii) any information of the project site where you are posted or any other project site, financial position, future plans, customers of which you may be aware and particularly the construction plan, drawings, quotations and specifications.
  7. **Code of Ethics & Conduct:** You shall abide by the company corporate governance policies, safety preamble/procedures and any amendments thereof may applicable from time to time. Also attached Code of Ethics & Conduct to be signed and submitted at the time of joining which forms part of this appointment.
  8. **Deputation or Transfer:** As a part of Apprenticeship training program, you are likely to be deputed or transferred, to any office/project site that now exists or may be acquired later within India at any time.
  9. **Systems and Procedures:** You will be governed by the rules, regulations and such other practices, systems, policies and procedures of the Company and that of place of posting as notified and in force from time to time.
  10. **Pre-Employment Medical Checkup:** As per company policy, upon accepting this Trainee Apprenticeship Program, you have to undergo pre-employment medical Check-up at the company authorized hospital at your own cost as per the attachments along with this letter. This appointment is subject to your being found medically fit in the pre-employment medical Check-up.
  11. **Verification of document:** The appointment is further subject to verification of the particulars given by you on application form / apprentice contract registration form. In case any particulars mentioned by you in the application for appointment are found false or incorrect, your training period shall be terminated without any notice.
  12. **Tax Deduction at Source:** Income Tax liability, if any, will be borne by you.
  13. **Termination:** The company shall have the right to terminate this agreement forthwith without any notice in the event of moral turpitude. The termination clause in trainee service agreement forms the part of this appointment.
  14. **Alternate Dispute Resolution:** Any dispute or difference or claim arising out of this trainee apprenticeship shall be resolved among themselves through mutual negotiations. The



Page 2 of 3  
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(AUTONOMOUS)  
NARASARAOPETA - 522 601.

Kothamasu Ananta Koti Srikrishna

relevant clauses (including jurisdiction of courts) of trainee service agreement will form part of this appointment.

Please confirm your acceptance thru email to the undersigned as a token of agreement to the terms and conditions thereof, within 10 days from the date of this appointment. In case, we do not receive any communication from you by that date, it is presumed that you are not interested in trainee apprenticeship program. Thereafter, this appointment shall be cancelled automatically.

With best wishes,  
For Megha Engineering & Infrastructures Ltd.

  
22/09/2023  
D Venkata Ramana Rao  
Vice President-HR




Acceptance

I have read all the terms and conditions thereof and hereby accept my selection as Graduate Engineer Trainee under Trainee Apprentice Program of BOAT.

Place:  
Date:

Signature of the Candidate



 Page 3 of 3  
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NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

20-326



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309568

## FIXED TERM EMPLOYMENT CONTRACT

Dear N. RAKESH,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.


10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Ecll roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

*N. Rakesh*  
Signature of the Employee

Address: *11/11* roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*N. Rakesh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

06-Feb-23

Ankem Nagendra Babu

Graduate Apprentice

Dear Ankem Nagendra Babu,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002,

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kanchipuram - 603002

Stronger Commitment. Stronger Values. Stronger Worldwide. Strongly Together. | Stronger By Design.

(Signature of the Apprenticeship) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

CIN: U74200KA1999PTC023894  
Website: www.timken.com/india

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS),  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

1. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kancheepuram - 603002

Stronger Commitment. Stronger Value. Stronger Worldwide. Stronger Together | Stronger By Design.

CIN: U74200KA2007PTC023894  
Website: www.timken.com/india

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kancheepuram - 603002

Stronger. Committed. Smarter. Value. Stronger. Worldwide. Stronger. Together. Stronger. By Design.

CIN: U74200KA1988PT023894  
Website: www.timken.com/india

PRINCIPAL  
NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARADPETA  
G...

06-Feb-23

Dupati Anil

Graduate Apprentice

Dear Dupati Anil,

**Madhan J**  
 Manager  
 Human Resources

T +91 44 4741 2012  
 M +91 9677133300  
 madhan.jagadeesan@timken.com

Timken Engineering and Research-  
 India Private Limited  
 Plot No. AA-3, 6th Avenue,  
 Mahindra World City, P.O. Natham,  
 Chengalpeta, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

- (a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.
- (b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.
- (c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.
- (d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Apprentice)  
 Timken Engineering and Research  
 India Private Limited  
 A Timken Company Subsidiary  
 Mail Code: Ban-01  
 39-42, Electronic City Phase II  
 Hosur Road  
 Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
 Chengalpeta, Kanchipuram - 603002

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CIN: U74200KA1998PTC023894  
 Website: www.timken.com/india

PRINCIPAL  
 NABASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NABASARAOPETA - 522 604  
 (Dist. - West. G. A.)

#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



(Signature of the Apprentice) Timken Engineering and Research  
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Website: www.timken.com/india

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that your will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you.

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



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PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 517 402

Dist: Chittoor

20-332

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4362

Date: -14 Feb 2023

Dear SHAIK NARAVADA ALTHAF HUSSAIN,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment





20-334

Offer: Computer Consultancy  
Ref: TC SL/DT20222958369/Hyderabad  
Date: 24/11/2022

Mr. Telukutla Sivareddy  
4-131A, Old Ramalayam,  
Tripuranthakam,  
Prakasam-523326,  
Andhra Pradesh.  
Tel# -

Dear Telukutla Sivareddy,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TC SL/DT20222958369



**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Peccapark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

**NARASARAO PETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.



GROSS SALARY SHEET

Annexure 1

Name	Telukutla Sivareddy
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components In INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

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(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT20222958369

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

16th Floor, Park Road, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Phone: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



20-335

06-Feb-23

Kotaru Sairaghu Vamsi

Graduate Apprentice

Dear Kotaru Sairaghu Vamsi,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
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**PRINCIPAL**  
**NARASAROPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASAROPETA - 522 601**  
**Guntur (Dist.). A.P.**



#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
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#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.


ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

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The block contains a handwritten signature in black ink above a rectangular stamp with the letters 'IQAC' in a bold, serif font.

(Signature of the Apprentice)Tnken Engineering and Research  
India Private Limited  
A Tnken Company Subsidiary  
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Website: www.tnken.com/india

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

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i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

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iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



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PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

20-836

06-Feb-23

Middela Bajivalli

Graduate Apprentice

Dear Middela Bajivalli,

Madhan J  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
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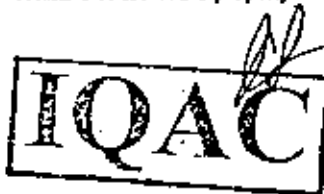
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PRINCIPAL

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NARASARAOPET - 522 601,  
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- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

### 7. Conflict of Interest

i. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of Inis apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer – Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



A handwritten signature in black ink, appearing to be "M. S. S.", written over a horizontal line.

(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hoaur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

Stronger Commitment. Stronger Values. Stronger Worldwide. Stronger Together. Stronger.® Design.

CIN: U74200KA1998FTC023894  
Website: [www.timken.com/india](http://www.timken.com/india)

**9. Applicable Law**

1) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain pattern right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560109

Regional Office: Plot AAS, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kanchipuram - 603002

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NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

20-327

06-Feb-23

Vattigoria Yoganjaneyulu

Graduate Apprentice

Dear Vattigoria Yoganjaneyulu,

**Madhan J**  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002.

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Apprentice)  
Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Hill Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Kancheepuram - 603002

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Website: [www.timken.com/india](http://www.timken.com/india)

PRINCIPAL

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

- i. Company shall have the right at any time during the term, to terminate your Apprenticeship without assigning any reasons thereof by giving 30 days written notice in advance on either side. You shall not be entitled to any compensation for or during any termination of this apprenticeship.
- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

1. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii. You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of Inis apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

You shall be solely responsible for the safety of yours while undergoing apprenticeship at our factory and you shall not hold our company/employer/officers, against any claims, demands, proceedings, cost, personal injury, death, loss and damages arising directly or indirectly from the work undertaken by you.

This Apprenticeship offer as "Graduate Apprentice shall not create any Employer - Employee relationship between the company and you. Also, you are hereby indemnify and keep Indemnified the company that you shall not be deemed to be an "Employee" of the company at any point of time and you shall ensure that you never claim the employment in this company.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mall Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kancheepuram - 603002

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CIN: U74200KA299877023894  
Website: [www.timken.com/india](http://www.timken.com/india)

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist.), A.P.

**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpet, Karicheepuram - 603002

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Website: www.timkenindia.com

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 60A  
Guntur (Dist.), A.P.



20-338

DOC: - SA/TA/Hyd/2023/4365

Date: -14 Feb 2023

Dear GANTASALA GOPI CHAND,

**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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



20-339

Madhan J  
Manager  
Human Resources

T +91 44 4741 2012  
M +91 9677133300  
madhan.jagadeesan@timken.com

Timken Engineering and Research-  
India Private Limited  
Plot No. Aa-3, 6th Avenue,  
Mahindra World City, P.O. Natham,  
Chengalpet, Tamil Nadu - 603 002.

06-Feb-23

Kollada Pradeep

Graduate Apprentice

Dear Kollada Pradeep,

**Sub: Offer of Apprenticeship under The Apprenticeship Act 1961 & The Apprenticeship (Amendment) Rules, 2019**

With reference to the above, and subsequent to your reporting, we are pleased to engage you as "Graduate Apprentice" under Apprentices Act & Rules referred above, on the following terms and conditions mutually agreed upon.

**1. Period of Apprenticeship**

You will be engaged under "Apprenticeship" at our factory for a period of one year from 06-Feb-23 to 05-Feb-24

**2. Stipend**

During the period of apprenticeship, you will be paid a consolidated stipend of Rs.16000/- per month

**3. About us**

Since you are going to undergo apprenticeship at our organization, here is a brief about us:

We are engaged in the manufacture of bearings. For the purpose of manufacturing our products, various types of sophisticated machineries are installed, and operations of such machineries will involve skill, aptitude, concentration and intensive training.

**4. Confidentiality**

(a) You shall observe strict confidentiality of all transactions and activities of COMPANY. Accordingly, you shall not, except in the performance in good faith of the duties assigned to you, disclose, communicate or part with, directly or indirectly, any confidential or technical information, know-how, proprietary information of any plans, drawings, specifications, details or data, or any other information to any other person, including any other employee of COMPANY at any time, whether during your apprenticeship in COMPANY or thereafter, without the written consent of COMPANY.

(b) You shall not carry with you outside the office(s) of COMPANY any confidential information belonging to COMPANY, except for bonafide official purpose.

(c) You shall safeguard and keep confidential for all times to come, the information coming to your knowledge or possession, in the course of your apprenticeship in COMPANY. Failure to observe this condition of apprenticeship entitles COMPANY to summarily terminate your apprenticeship without any notice, besides COMPANY taking appropriate legal action.

(d) You shall be responsible for the safe custody of all documents, manuals and kits supplied to you. You shall return COMPANY's property issued to you on cessation of your apprenticeship.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
A Timken Company Subsidiary  
Mail Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

Regional Office: Plot AA3, 6th Avenue, Mahindra World City Auto AndBary SEZ,  
Chengalpet, Kancheepuram - 603002

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CIN: U74200K1988070023894

Website: www.timken.com/india

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

#### 5. Code of Conduct

- (a) You will conform to COMPANY's expected standards of discipline regarding which specific rules/orders may be laid down from time to time.
- (b) You will adhere to the requirements of COMPANY's Integrity Code and compliance policies and procedures.
- (c) Unauthorized absence without prior sanction of leave including overstaying sanctioned leave is not permitted. In the event of unauthorized absence exceeding 10 days, COMPANY shall have the right to take appropriate disciplinary action which may result in termination of the apprenticeship.
- (d) You will abide and be governed by all rules, policies and guidelines of COMPANY that are framed / modified and may be applicable from time to time. In the event of any noncompliance, COMPANY shall have the right to take appropriate disciplinary action, which may result in termination of the apprenticeship.
- (e) During the period of apprenticeship, you will be subject to the standing orders, rules and regulations of the company, which are in force at present as may be introduced or amended or extended or rescinded from time to time and also observe strict discipline in the Company.

#### 6. Termination

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- ii. In the absence of any extension, your apprenticeship will automatically come to an end at the end of the period stipulated.

#### 7. Conflict of Interest

1. Neither you nor any of your representative shall give to, or receive from, any representative of the Company (or any corporation in the Company Group) any commission, fee, rebate or any gift or entertainment of value in connection with the apprenticeship to be performed by you, or enter into any other business arrangement with any representative of Company (or any corporation in the Company Group) without the prior consent of Company.

ii You shall promptly notify the Company of any violation of this clause and repay or credit to the Company any consideration received as a result of such violation.

iii. In addition to the rights of the Company under clause 8(i), if any violation occurs prior to the date of this apprenticeship which resulted directly or indirectly in the Company entering into this apprenticeship offer, the Company may at its option terminate your apprenticeship at any time and (despite any other provision of this offer) pay no compensation or reimbursement to you whatsoever for any services which you have rendered to the Company

#### 8. Indemnity

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Regional Office: Plot AAS, 6<sup>th</sup> Avenue, Mahindra World City Auto Ancillary SEZ,  
Chengalpeta, Kancheepuram - 603002

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(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
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Mall Code: Ban-01  
39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

CIN: U74200KA1998TCP03899  
Website: www.timken.com/India

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**9. Applicable Law**

i) This Apprenticeship offer will be governed as per Apprentices Act & Rules referred above and

ii) You will also, while on apprenticeship, be governed by all rules and regulations of COMPANY which are in force from time to time.

**10. Other Terms and conditions**

i) The rights to any invention, discovery or creation of new system or method related to company's operations and arising out of any work done in any course of your apprenticeship would automatically vest with the company. In this connection, where required, the company may obtain patent right in its name (or jointly with other) based on the fact of your invention, discovery or other creative effort. You are specifically made aware that you will not be made liable to any compensation for such acts of yours and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards the invention, discovery or improvement in system or method for you.

ii) During the period of apprenticeship, you are not entitled to any of the privileges or leave or any other allowances or benefits applicable to other category employees in the organization

iii) You shall keep COMPANY informed of any change in your personal details and postal address. The last address communicated by you to COMPANY or available in COMPANY's record will be deemed as your postal address for the purposes of all communication from COMPANY.

iv) You are requested to submit copies of all your certificates and testimonials to us along with five copies of your passport size photographs, which are non-returnable.

Kindly sign the duplicate copy of this offer of Apprenticeship duly signed by you as a token of you having read and understood the above terms and conditions and accepted the same.

We welcome you and wish you all the best.  
Thanking you,

Yours sincerely,  
For Timken Engineering & Research India Pvt Ltd.



Madhan J  
Manager HR

I have read and understood the above terms and conditions and have voluntarily accepted the same.



(Signature of the Apprentice) Timken Engineering and Research  
India Private Limited  
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39-42, Electronic City Phase II  
Hosur Road  
Bangalore - 560100

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Chengalpet, Kanchipuram - 603002

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CIN: U74200KA1998PT023894  
Website: www.timken.co.in/India

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.) A.P.

20-342



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309521

## FIXED TERM EMPLOYMENT CONTRACT

Dear M.JESUDASU,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational work will be required to work for such hours as necessary for the company. The normal working hours are from 9:30 AM to 5:30 PM. You will be required to work not less than 48 hours each week if necessary.

### 6. Leave/Holidays

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6.1.100



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Bell X-roads, Hyderabad-500062, Website: [www.suryatechsolutions.co.in](http://www.suryatechsolutions.co.in)



PRINCIPAL  
MARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

M. Jesudasa  
Signature of the Employee

Address: Ecll roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



20-304

Offer: Computer Consultancy  
Ref: TCSL/DT20222958374/Hyderabad  
Date: 24/11/2022

Mr. Yadari Rajesh  
4-11, Near Ramalayam, Kothaganesunipadu,  
Machavaram,  
Guntur-522413,  
Andhra Pradesh.  
Tel# -

Dear Yadari Rajesh,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20222958374

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Plot No. 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.





**GROSS SALARY SHEET**

Annexure 1

Name	Yadav Rajesh
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,38,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT20222958374

**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

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



20-345



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309572

## FIXED TERM EMPLOYMENT CONTRACT

Dear K. AKASH,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

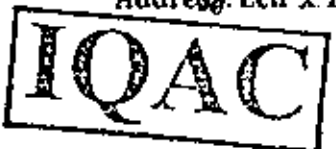
### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Hill 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

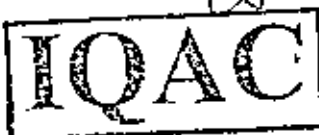
Yours Sincerely,



Divya  
Hr-Manager

*K. Abash*  
Signature of the Employee

Address: Eco roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*Mky*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 501.  
Guntur (Dist.), A.P.



20-347

Offer: Computer Consultancy  
Ref: TCSL/DT20222958377/Hyderabad  
Date: 24/11/2022

Mr. Shaik Ameer  
9-1986/, Near Water Plant, Ganda Chettu Bazar,  
Chilakaluripet,  
Guntur-522619,  
Andhra Pradesh,  
Tel# -

Dear Shaik Ameer,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be `3,36,877/- 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 in TCS Xplore Program which gives you an additional earning potential of upto Rs.60,000 during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSLDT20222958377

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

TCS Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





**GROSS SALARY SHEET**

Annexure 1

Name	Shalk Ameer
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

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TCSL/DT20222958377

**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  
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021  
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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



20-248



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309577

## FIXED TERM EMPLOYMENT CONTRACT

Dear M. SAI VINAY,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll 'x' roads, Hyderabad-500062, Website: www.suryatechsolutions.in



*M. S. Vinay*  
PRINCIPAL  
NABASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NABASARAO PETA - 522 601  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

**LEADING VENDOR TO TELECOM SECTORS**

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

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10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Ecil roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELCO SECTORS

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

M. Sai Vinal  
Signature of the Employee

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



Principal  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501,  
Guntur (Dist.), A.P.



20-349

Offer: Computer Consultancy  
Ref: TCSL/DT20222958385/Hyderabad  
Date: 24/11/2022

Mr. Avvaru Yugandhar  
1-1, Bhavanarushl Nagar,  
Chilakaluripet,  
Guntur-522616,  
Andhra Pradesh.  
Tel# -

Dear Avvaru Yugandhar,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (detailed under Terms & Conditions).

TCS Confidential  
TCSL/DT20222958385

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Dy. Kanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)

NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.





GROSS SALARY SHEET

Annexure 1

Name	Avvaru Yugandhar
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
<b>TOTAL GROSS</b>	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

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Component Category	Monthly	Annual
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Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
<b>GROSS BOUQUET OF BENEFITS</b>	7,646	91,752

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TCSL/DT20222958385

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TCS Park, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India  
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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 5



20-350



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309580

## FIXED TERM EMPLOYMENT CONTRACT

Dear CH. SRIRAM,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

### 1. Commencement of employment

Your employment will be effective, as of 04-09-2023

### 2. Job title

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

### 3. Salary

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

### 4. Place of posting

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

### 5. Hours of Work

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

### 6. Leave/Holidays

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Ecll 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*Prady*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 52001  
Guntur District, Andhra Pradesh



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11. 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.

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*M*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,

Divya  
Hr-Manager

*Ch. Sairam*  
Signature of the Employee

Address: *ECIL* roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

20351

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3A1, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad – 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4371

Date: -14 Feb 2023

Dear ILLA RATNAM RAJU,

**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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment

[ GSTIN: 36AAECV8900H1Z7 | PAN: AAECV8900H ]



Page 1/1  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

20-352



LEADING VENDOR TO TELECOM SECTORS

Date: 12-04-2023

EMP Id: 202309583

**FIXED TERM EMPLOYMENT CONTRACT**

Dear G. HARIKRISHNA REDDY,

We are pleased to offer you, the position of Trainee Engineer with SURYA TECH SOLUTIONS on the following terms and conditions:

**1. Commencement of employment**

Your employment will be effective, as of 04-09-2023

**2. Job title**

You are appointed as a TRAINEE ENGINEER, and you will report to Mrs. N. Divya, Hr-Manager.

**3. Salary**

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

**4. Place of posting**

You will be posted at Andhra Pradesh & Telangana. You may however be required to work at any place of business which the Company has, or may later acquire.

**5. Hours of Work**

The normal working days are Monday through Sunday. Rotational week off is applicable. 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 9:30 am to 6:30 pm and you are expected to work not less than 48 hours each week, and if necessary for additional hours depending on your responsibilities.

**6. Leave/Holidays**

6.1 You are entitled to Sick Leave working days of paid sick leave.

Address: Echl 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.





# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

6.2 The Company shall notify a list of declared holidays in the beginning of each year.

## 7. 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 perform, from time to time.

## 8. 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.

## 9. Borrowing/accepting gifts

You will not borrow or accept any money, gifts, 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.

## 10. Termination

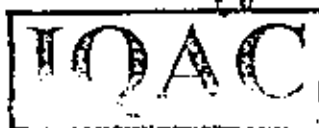
10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than One-month prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.


10.2 You may terminate your employment with the Company, without any cause, by giving no less than One-month prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

## 11. Confidential Information

11.1 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.

Address: Hcil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



# SURYA TECH SOLUTIONS

LEADING VENDOR TO TELECOM SECTOR

11. 2 You must complete trainee engineer position based on performance you will be promote As An Engineer and you will be get a consolidated salary as per company Norms.

## 12. 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 Record.

## 13. 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.

## Compensation Details

BASIC SALARY	15000
TRAVEL ALLOWANCES	4000(based on vehicle)
ACCOMMODATION	3000
PROVIDENT & ESI FUND	1950
INSURANCE	458
GROSS SALARY	21408

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.

Yours Sincerely,



Divya  
Hr-Manager

Gr. Hari Krishna Reddy  
Signature of the Employee

Address: Ecil 'x' roads, Hyderabad-500062, Website: [www.suryatechsolutions.in](http://www.suryatechsolutions.in)



PRINCIPAL  
NARASARAOPEETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPEETA - 522 601.  
Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/344, V3 Tech Enclave, Sector 3,  
HITEC Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4491

Date: -14 Feb 2023

Dear Sai Tarun Achyuta,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. Your final assessment dates from the client will inform you during the training period.

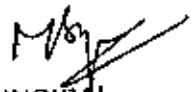
**Welcome to Savantis India Family.**

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

Manish Modi  
Manager Recruitment



  
PRINCIPAL  
NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARADPETA - 522 301  
Guntur (Dist), A.P.



FOUOA

Offer: Computer Consultancy  
Ref: TCSL/DT20228160802/Hyderabad  
Date: 14/11/2023

Mr. Bathula Anusha  
D.No: 2-42 Ramalayam Street,  
Kopperapalem,  
East Godhavari-533464,  
Andhrapradesh.

Dear Bathula Anusha,

**Sub: Letter of Offer**

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

ices Limited (TCSL).  
pleased to make you

This offer is based on your profile and performance in the selection process. You have been selected for the position of Assistant System Engineer-Trainee in Grade Y. You will be a part of the application development and maintenance projects across all of the business units of TCSL.

ccess. You have been  
ade Y. You will be a  
of the business units of

Your gross salary including all benefits will be ₹3,53,578/- 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 in TCS Xplore Program which gives you an additional earning potential of upto ₹1,00,000 during the first year. Annexure-1 provides the break-up of the compensation pack.

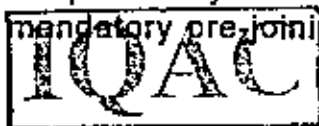
as per the terms and  
or Learning Incentives  
e in TCS Xplore  
0,000 during the first

Kindly confirm your acceptance of this offer online through the option provided in the 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.

Offer letter'. If not  
this employment and

After you accept this offer, you will be given a joining letter indicating 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 (detailed under Terms & Conditions).

details of your joining  
only upon successful  
& you completing the  
detailed under Terms &



TCS Confidential  
TCSL/DT20228260802

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point  
TCS Careers Serviceline: 1600 209 3111 Email: careers@tcs.com

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



**Withdrawal of Offer**

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

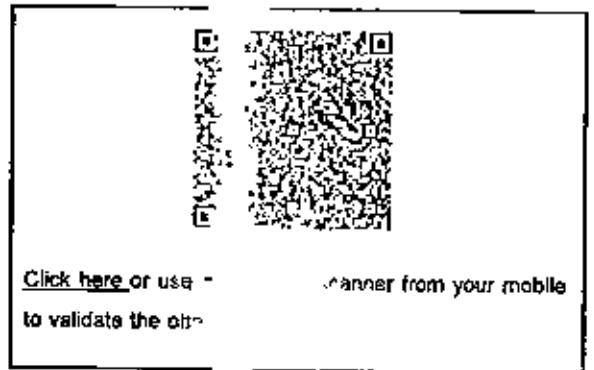
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**Girish V. Nandimath**  
Global Head Talent Acquisition & AIP



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



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TCSLDT20228260802

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point  
TCS Careers Serviceline: 1800 209 3111 Email: career@tcs.com

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA  
Guntur (Dist), A.P.



**GROSS SALARY SHEET**

Annexure 1

Name	Bathula Anusha
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	8,785	1,05,420
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<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
<b>TOTAL GROSS</b>	<b>28,807</b>	<b>3,53,578</b>
Xplore/ Learning Incentive****		Upto 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of 12 months.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,000	72,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	1,035	12,420
<b>GROSS BOUQUET OF BENEFITS</b>	<b>8,785</b>	<b>1,05,420</b>

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

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TCSL/DT20228260802

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

Registered Office Nirmaal Building, 9th Floor, Nariman Point

TCS Careers ServiceLine: 1800 209 31 11 Email: career@tcs.com



Offer: Computer Consultancy  
Ref: TCSL/DT20228160807/Hyderabad  
Date: 14/11/2023

Ms. Guthikonda Rajya Lakshmi  
VINUKONDA-522647  
Andhrapradesh.

Dear Guthikonda Rajya Lakshmi,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade . You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,53,578/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **Rs. 3,00,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 (as mentioned under Terms &



*Mh*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
NARASARAOPETA  
Guntur District, Andhra Pradesh

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TCSL/DT20228160807

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmaat Building, 8th Floor, Nariman Point, Mumbai  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

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**Withdrawal of Offer**

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

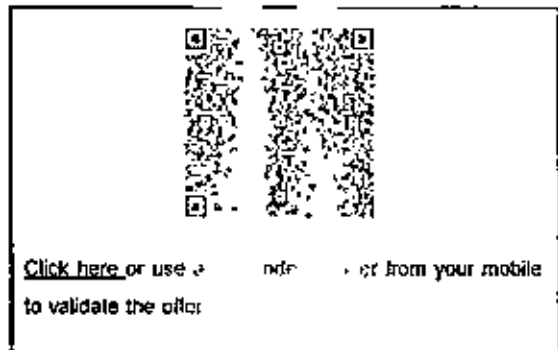
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



Click here or use QR code or from your mobile to validate the offer

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



*M. S. R.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.

TCS Confidential  
TCSL/DT20228160807

**TATA CONSULTANCY SERVICES**

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 TCS Careers Serviceline: 1800 209 9111 Email: careers@tcs.com





**GROSS SALARY SHEET**

Annexure 1

<b>Name</b>	<b>Guthikonda Rajya Lakshmi</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Narasaraopeta Engineering Coll.</b>

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	8,785	1,05,420
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	900
Provident Fund	1,800	21,600
Gratuity	721	8,652
Total of Annual Components & Retirals	2,522	30,252
<b>TOTAL GROSS</b>	<b>28,807</b>	<b>3,45,678</b>
Xplore/ Learning Incentive****		1,00,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,000	72,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	1,035	12,420
<b>GROSS BOUQUET OF BENEFITS</b>	<b>8,785</b>	<b>1,05,420</b>

**TCS Confidential**  
TCSLJDT20228160807

**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office: Nirmal Building, 9th Floor, Nanman Pally  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist), A.P.



31-May-2023

Ref No: FAI/HYD/OL/SW/80321/01018587

Inavolu Lavanya  
Near Chitralaya HallCpt  
522616

Dear Inavolu Lavanya,

**Sub: Employment Offer Letter**

This has reference to your application and subsequent interview/s you had with us , we are pleased to offer you the below Designation, Band and Annual compensation, with First American (India) Private Limited (hereinafter referred to as the "Company") having its registered office at Aveda Meta Bldg, No. 184, BBMP PID No 82-105-8/1, Old Madras Road, Indiranagar, Bangalore - 560038.

Designation	Technical Trainee
Band	A1
Location	Hyderabad
Annual Compensation (including variable Pay)	440,000.00 (Four Lakhs Forty Thousand Only) as detailed in Annexure I.

The starting date of your employment will be no later than 18-Jul-2022.

Upon your joining the Company, we will provide you the Appointment letter and the employment agreement with the terms and conditions applicable to your position. In the event of you not joining us on or before the above said date, this offer will automatically stand withdrawn.

Please note that this offer and subsequent appointment is subject to successful clearance of the Background Verification checks conducted by the company.

You will be required to adhere to the company's Information Security and all other applicable policies during your employment.

Kindly revert via email (or) return the duplicate copy of this letter as a token of your acceptance on or before 01-Jun-2022. If you need any further information, please feel free to contact : Pathikonda Sri Gayathri (psrigayathri@firstam.com).



M/S  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA  
Guntur (Dist) A.P.

**First American (India) Private Limited****Campus 1 (Registered office)**

Ground to 7th floor, Aveda Meta Bldg.,  
No.184, Old Madras Road, Indiranagar PO,  
Bengaluru, Karnataka - 560038  
Tel: +91-80-4620-6000

CIN: U72200KA2000PTCO48852

**Campus 2**

8-2-472, GVC Square Road,  
1 Banjara Hills (Opp. GVK One)  
Hyderabad, Telangana - 500034.  
Tel: +91-040-4620-5000

**Campus 3**

JV Ganesh Complex, 1st,  
2nd and 3rd Floors,  
10/2, 3 Road Junction,  
Meyanoor Main Road,

Salem, Tamilnadu - 636 009.  
Tel: +91-0427-2431-99

**Campus 4**

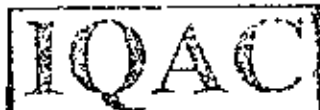
96, Hara Kara Complex,  
Alagapuram Main Road,  
Salem, Tamilnadu - 636005.  
Tel: +91-0427-2431-699



## Annexure – I

### COMPENSATION STRUCTURE

Component	Annual compensation	Monthly compensation
Basic Salary	200,000	16,667
House Rent Allowance	80,000	6,667
Conveyance Allowance	0	0
Flexible Benefits Plan (FBP)	96,000	8,000
Employer's share of Provident Fund	24,000	2,000
Gross Wage	400,000	33,333
Annual Bonus / Performance Incentive	40,000	3,333
<b>Total Cost to the Company</b>	<b>440,000</b>	<b>36,667</b>



First American (India) Private Limited

Campus 1 (Registered office)

Ground to 7th floor, Avesha Meta Bldg.,  
No.184, Old Madras Road, Indiranagar PO,  
Bengaluru, Karnataka - 560038  
Tel: +91-80-4620-6000  
CIN: U72200KA2005PTD048852

Campus 2

8-2-472, GVC Square Road,  
1 Banjara Hills (Opp. GVK One)  
Hyderabad, Telangana - 500034  
Tel: +91-040-4620-5000

Campus 3

JV Ganesh Complex, 1st,  
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Salem, Tamilnadu - 636 009.  
Tel: +91-0427-2431-99

Campus 4

96, Hara Kara Complex,  
Alagapuram Main Road,  
Salem, Tamilnadu - 636005,  
Tel: +91-0427-2431-699

25



## Intent to Hire

Date: 10th March 2023

Dear J HARIKA

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 8000 PM.

Your joining date will be 1st May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +919703636366 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balmatta Road

Opp- Roopa Hotel Mangalore - 575002

M: +91 9703635345

W: [www.cogenteservices.com](http://www.cogenteservices.com)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/341, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4492

Date: -14 Feb 2023

Dear Sravani Ankireddy,

**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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Manish Modi*  
PREPARED  
NARASARAOPET  
(AUTOMATIC)  
NARASARAOPET - 528 601  
Guntur (Dist) A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4493

Date: -14 Feb 2023

Dear NAGENDRA BABU GADDAM,

**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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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 on 1 August 2023 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: 2023.02.14

Manish Modi  
Manager Recruitment



*MK*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/11, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4494

Date: -14 Feb 2023

Dear Yaswanth Kumar Kallagunta,

**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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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 be absorbed by the client and grow to a senior position from future career perspective.

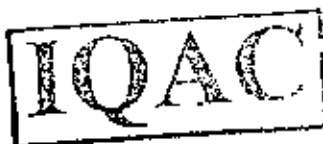
The training will commence on 1 August 2023. Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. M.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE,  
(AUTONOMOUS)  
NARASARAOPETA - 522 604  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4505

Date: -14 Feb 2023

Dear Lachiboina 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.

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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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 on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/H, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4495

Date: -14 Feb 2023

Dear Poorvi Sri Mani Pranathi Maddula,

**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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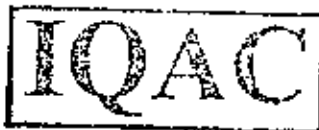
The training will commence on **1 August 2023** Your final assessment dates from the client will inform you during the training period.


**Welcome to Savantis India Family.**

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no, 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4496

Date: -14 Feb 2023

Dear Krishna Reddy Malapati,

**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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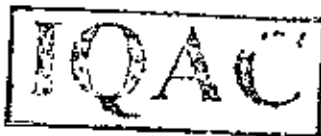
The training will commence on 1 August 2023 Your final assessment dates from the client will inform you during the training period.

Welcome to Savantis India Family.

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Mb*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

# savantis

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HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4497

Date: - 14 Feb 2023

Dear Lavanya Mutyala,

**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 on 1 August 2023. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Manish Modi*  
PRINCIPAL  
NARASARAOPETA ENGINEERING CO  
(AUTONOMOUS)  
NARASARAOPETA - 522 600  
Guntur (Dist.), A.P.



40

Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Superset ID: 1305555**

**Letter of Intent ("LOI")**

Dear NARISETI YOGACHANDANA,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

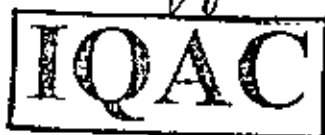
The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com), please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1305555**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1305555**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1305555**

Thanking you,

Yours Sincerely,


For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

This is a system generated document and does not need a signature



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

## ANNEXURE 1

**NARISETI YOGACHANDANA**

**Analyst and A4**

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time Incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**


**Tejinder Sethi**

**Head - Fresher Hiring**

This is a system generated document and does not need a signature

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Regd Office: Pune Hinjewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, MIDC SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6899 1000 | Fax: +91 20 6699 5050 | CIN: U85110PN1993PLC145950



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4507

Date: -14 Feb 2023

Dear Neelisetty Sai Tejaswini,

**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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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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on **1 August 2023**. 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: 2023.02.14

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



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.

FOO45

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/4, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4498

Date: -14 Feb 2023

Dear Malathi Parisa,

**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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5. Pan card
6. 3 Passport size photographs.

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The training will commence on **1 August 2023** 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Manish Modi*  
MANISH MODI  
NARASARAO  
GURUPURABH



20046

DOC: - SA/TA/Hyd/2023/4499

Date: -14 Feb 2023

Dear Thanusha Patchava,

**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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The training will commence on **1 August 2023**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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M Modi*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 604  
Guntur (Dist.), A.P.



47

31-May-2023

Ref No: FAI/HYD/OL/SW/80321/01018587

Inavolu Lavanya  
Near Chitralaya Hall Cpt  
522616

Dear Inavolu Lavanya,

**Sub: Employment Offer Letter**

This has reference to your application and subsequent interview/s you had with us, we are pleased to offer you the below Designation, Band and Annual compensation, with First American (India) Private Limited (hereinafter referred to as the "Company") having its registered office at Aveda Meta Bldg. No. 184, BBMP PID No 82-105-8/1, Old Madras Road, Indiranagar, Bangalore - 560038.

Designation	Technical Trainee
Band	A1
Location	Hyderabad
Annual Compensation (including variable Pay)	440,000.00 (Four Lakhs Forty Thousand Only) as detailed in Annexure I.

The starting date of your employment will be no later than 18-Jul-2022.

Upon your joining the Company, we will provide you the Appointment letter and the employment agreement with the terms and conditions applicable to your position. In the event of you not joining us on or before the above said date, this offer will automatically stand withdrawn.

Please note that this offer and subsequent appointment is subject to successful clearance of the Background Verification checks conducted by the company.

You will be required to adhere to the company's Information Security and all other applicable policies during your employment.

Kindly revert via email (or) return the duplicate copy of this letter as a token of your acceptance on or before 01-Jun-2022. If you need any further information, please feel free to contact : Pathikonda Sri Gayathri (psrigayathri@firstam.com).

**First American (India) Private Limited**

**Campus 1 (Registered office)**

Ground to 7th floor, Aveda Meta Bldg.,  
No.184, Old Madras Road, Indiranagar PO,  
Bengaluru, Karnataka - 560038  
Tel: +91-80-4620-6000

CIN: U72200KA2009PTC048852

**Campus 2**

S-2-472, GVC Square Road,  
1 Banjara Hills (Opp. GVK One)  
Hyderabad, Telangana - 500034.  
Tel: +91-040-4620-5000

**Campus 3**

IV Ganesh Complex, 1st,  
2nd and 3rd Floors,  
10/2, 3 Road Junction,  
Meyanoor Main Road,

Salem, Tamilnadu - 636 009.  
Tel: +91-0427-2431-99

**Campus 4**

96, Hara Kara Complex,  
Alagapuram Main Road,  
Salem, Tamilnadu - 636005.  
Tel: +91-0427-2431-699

www.firstam.co.in



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



### Annexure – I

### COMPENSATION STRUCTURE

Component	Annual compensation	Monthly compensation
Basic Salary	200,000	16,667
House Rent Allowance	80,000	6,667
Conveyance Allowance	0	0
Flexible Benefits Plan (FBP)	96,000	8,000
Employer's share of Provident Fund	24,000	2,000
Gross Wage	400,000	33,333
Annual Bonus / Performance Incentive	40,000	3,333
Total Cost to the Company	440,000	36,667

#### First American (India) Private Limited

##### Campus 1 (Registered office)

Ground to 7th floor, Aveda Meta Bldg.,  
No.184, Old Madras Road, Indiranagar PO,  
Bengaluru, Karnataka - 560038  
Tel: +91-80-4620-6000  
CIN: U72200KA2009PT241832

##### Campus 2

8-2-472, GVC Square Road,  
Banjara Hills (Opp. GVK One)  
Hyderabad, Telangana - 500034.  
Tel: +91-040-4620-5000

##### Campus 3

JV Conch Complex, 1st,  
2nd and 3rd Floors,  
10/2, 3 Road Junction,  
Meyanoor Main Road,  
Salem, Tamilnadu - 636 009.  
Tel: +91-0427-2431-99

##### Campus 4

96, Hara Kara Complex,  
Alagapuram Main Road,  
Salem, Tamilnadu - 636005.  
Tel: +91-0427-2431-699

[www.firstam.co.in](http://www.firstam.co.in)

Principal

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



48

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3M, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4516

Date: -14 Feb 2023

Dear Pichuka Jaya Sri,

**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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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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on 1 August 2023 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: 2023.02.14

**Manish Modi**  
Manager Recruitment

[ GSTIN: 36AAEC78900H127 | PAN: AAECV8900H ]



*MK*  
Page 1/1  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airof MIDC, Thane - Belapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Superset ID: 1305550**

**Letter of Intent ("LOI")**

Dear PONUGUPATI HEMA,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.



*M.S.P.*  
PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PET - 522 001  
Guntur (Dist.), A.P.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com), please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1305550**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1305550**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1305550**

Thanking you,

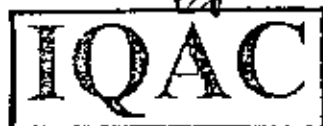
Yours Sincerely,


For & On Behalf of Capgemini

**Tejinder Sethi**

Head - Fresher Hiring

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

## ANNEXURE 1

**PONUGUPATI HEMA**

**Analyst and A4**

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time Incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**

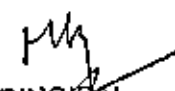
**Head - Fresher Hiring**

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Regd Office: Pune Hinjewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, MIDC SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6699 1000 | Fax: +91 20 6699 5050 | CIN: U85110PN1993PLC145950



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.

51  
COGENT  
E-SERVICES-CONSULTING

## Intent to Hire

Date: 10th March 2023

Dear RAVI TEJA

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1st May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +919703636366 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,

Cogent E Services Limited

1st Floor Raj Towers, Balimatta Road

Opp- Roopa Hotel Mangalore - 575002

M: 91 9703636366

[www.cogenteservices.com](http://www.cogenteservices.com)

**IQAC**

*Mkr*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



DOC: - SA/TA/Hyd/2023/4509

Date: -14 Feb 2023

Dear Rayini Mounisha,

**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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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 be absorbed by the client and grow to a senior position from future career perspective.

The training will commence on 1 August 2023. 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: 2023.02.14

Manish Modi  
Manager Recruitment



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.



CMMI Level 5 Company

53  
CES Limited  
7th Floor, Tower A,  
Ramy Salanki,  
Nanakramguda, Gachibowli,  
Hyderabad-500081

13<sup>th</sup> April 2023

To  
Ms. Sk Allabee,  
Hyderabad

**Employment Offer**

Dear Ms. Sk Allabee,

CES Limited., an affiliate of Computech Corporation, USA, is pleased to offer you the 'Trainee - Engineer' position with gross annual emoluments of Rs. 3,60,000/-, subject to the terms and conditions of the Company. The start date of your Employment is 14<sup>th</sup> May 2023.

If you decide to accept our employment offer, please shall counter sign the Offer documents. Also, please provide us with the following documents for our records.

1. Professional Resume
2. First Page of Passport with Photograph
3. University Degree Certificates (Graduation & Post Graduation)
4. All University / College / High School / Inter Mark Sheets
5. Any Training Certificates
6. Copy of Permanent Account Number (PAN)
7. Last Two Pay Slips
8. Previous Employment's Offer/Relieving Letter
9. Two Passport Size Color Photographs
10. Medical Certificate

CES Limited has pleasure in welcoming you on board. Trust you will have many happy and mutually beneficial years of association with us.

Sincerely,  
For CES Limited

Swetha Gattu  
Sr Manager-IIR

Phone: +91 (40) 4242-1122 | Fax No: +91 (40) 4010-2456

www.cesltd.com

CIN # L55100AP1985PLC045963



PRINCIPAL  
NARASARAPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 301  
Guntur (Dist.), A.P.



CMMI Level 5 Company

CES Limited  
7th Floor, Tower A,  
Ramy Selenam,  
Nanakramguda, Gachibowli,  
Hyderabad-500081

**Salary Annexure:**

CES Limited			
PF Required (Yes/No)		Yes	
Components		Amount ( PM)	Amount ( PA)
Basic	:	11,067.00	1,32,804.00
HRA	:	4,427.00	53,124.00
Leave Travel Allowance	:	1,107.00	13,284.00
Other Allowances	:	11,067.00	1,32,804.00
Gross Salary	:	27,668.00	3,32,016.00
<b>Less Employee Contributions</b>			
P.F.	:	1,800.00	21,600.00
ESI	:	-	-
Professional Tax	:	200.00	2,400.00
Deductions	:	2,000.00	24,000.00
Net In Hand	:	25,668.00	3,08,016.00
<b>Add Company Contributions &amp; Others</b>			
P.F.	:	1,800.00	21,600.00
ESI	:	-	-
Statutory Bonus (Paid Quarterly)	:	-	-
Gratuity	:	532.00	6,384.00
Total CTC	:	30,000.00	3,60,000.00

*Swetha Gattu*

Swetha Gattu  
Sr Manager-HR

I have reviewed the above and I accept & agree to comply with the guidelines and policies from time to time.

Employee:

Date:

Phone: +91 (40) 4242-1122 | Fax No: +91 (40) 4010-2456

www.ceslid.com

CIN # L55100AP1985PLC045963



*M. Jayaram*  
PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601

Guntur (Dist.), A.P.

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/344, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 63 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 025 0066 | info@savantis.com | www.savantis.com.

DOC: - SA/TA/Hyd/2023/4500

Date: -14 Feb 2023

Dear Nagur Shareef Shaik,

**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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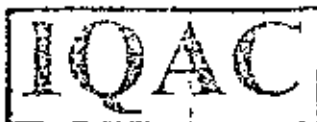
The training will commence on **1 August 2023**. Your final assessment dates from the client will inform you during the training period.

Welcome to **Savantis India Family**.

Sincerely,

Digitally signed by MANISH  
MODI Date: 2023.02.14

**Manish Modi**  
Manager Recruitment



*M. Jay*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 301  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4512

Date: -14 Feb 2023

Dear Vellapuram Anil 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 on 1 August 2023. 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: 2023.02.14

Manish Modi  
Manager Recruitment



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.

DOC: - SA/TA/Hyd/2023/4501

Date: - 14 Feb 2023

Dear Akkala Venkatesh,

**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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The training will commence on **1 August 2023**. 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: 2023.02.14

Manish Modi  
Manager Recruitment



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



# Intent to Hire

Date: 10th March 2023

Dear B KOTESWARI

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 16000 PM.

Your joining date will be 1st May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +919703636366 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,  
Cogent E Services Limited  
1st Floor Raj Towers, Balinatta Road  
Opp- Roopa Hotel Mangalore - 575002  
M: +91 9703636346  
[www.cogenteservices.com](http://www.cogenteservices.com)



*M. Jayaram*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



CMMI Level 5 Company

CES Limited  
7th Floor, Tower A,  
Ramky Selenium,  
Nanakrangauda, Gachibowli,  
Hyderabad-500081

13<sup>th</sup> April 2023

To  
Ms. B V Ravall,  
Hyderabad

Employment Offer

Dear Ms. B V Ravall,

CES Limited., an affiliate of Computech Corporation, USA, is pleased to offer you the 'Trainee - Engineer' position with gross annual emoluments of Rs. 3,60,000/-, subject to the terms and conditions of the Company. The start date of your Employment is 14<sup>th</sup> May 2023.

If you decide to accept our employment offer, please shall counter sign the Offer documents. Also, please provide us with the following documents for our records.

1. Professional Resume
2. First Page of Passport with Photograph
3. University Degree Certificates (Graduation & Post Graduation)
4. All University / College / High School / Inter Mark Sheets
5. Any Training Certificates
6. Copy of Permanent Account Number (PAN)
7. Last Two Pay Slips
8. Previous Employment's Offer/Relieving Letter
9. Two Passport Size Color Photographs
10. Medical Certificate

CES Limited has pleasure in welcoming you on board. Trust you will have many happy and mutually beneficial years of association with us.

Sincerely,  
For CES Limited

Swetha Gattu  
Sr Manager-HR

Phone: +91 (40) 4242-1122 / Fax No: +91 (40) 4010-2456

www.cesltd.com

CIN # L55100AP1985PI.C045963

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

NARASARAOPET - 522 601  
Guntur (Dist.), A.P.







CMMI Level 5 Company

CES Limited  
7th Floor, Tower A,  
Ramky Salarium,  
Nanakranga, Gachibowli,  
Hyderabad-500081

Salary Annexure:

CES Limited			
PF Required (Yes/No)		Yes	
Components		Amount ( PM)	Amount ( PA)
Basic	:	11,067.00	1,32,804.00
HRA	:	4,427.00	53,124.00
Leave Travel Allowance	:	1,107.00	13,284.00
Other Allowances	:	11,067.00	1,32,804.00
Gross Salary	:	27,668.00	3,32,016.00
<b>Less Employee Contributions</b>			
P.F.	:	1,800.00	21,600.00
ESI	:	-	-
Professional Tax	:	200.00	2,400.00
Deductions	:	2,000.00	24,000.00
Net In Hand	:	25,668.00	3,08,016.00
<b>Add Company Contributions &amp; Others</b>			
P.F.	:	1,800.00	21,600.00
ESI	:	-	-
Statutory Bonus (Paid Quarterly)	:	-	-
Gratuity	:	532.00	6,384.00
Total CTC	:	30,000.00	3,60,000.00

Swetha Gattu  
Sr Manager-HR

I have reviewed the above and I accept & agree to comply with the guidelines and policies from time to time.

Employee:

Date:

Phone: +91 (40) 4242-1122 | Fax No: +91 (40) 4010-2456

www.cesltd.com

CIN # L55100AP1985PLC045963



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 604  
Guntur (Dist.), A.P.



CMMI Level 5 Company

CES Limited  
7th Floor, Tower A,  
Ramky Selenium,  
Nanakranga, Gachibowli,  
Hyderabad-500081

13<sup>th</sup> April 2023

To  
Mr. C Vamsi,  
Hyderabad

**Employment Offer**

Dear Mr. C Vamsi,

CES Limited., an affiliate of Computech Corporation, USA, is pleased to offer you the 'Trainee - Engineer' position with gross annual emoluments of Rs. 3,60,000/-, subject to the terms and conditions of the Company. The start date of your Employment is 14<sup>th</sup> May 2023.

If you decide to accept our employment offer, please shall counter sign the Offer documents. Also, please provide us with the following documents for our records.

1. Professional Resume
2. First Page of Passport with Photograph
3. University Degree Certificates (Graduation & Post Graduation)
4. All University / College / High School / Inter Mark Sheets
5. Any Training Certificates
6. Copy of Permanent Account Number (PAN)
7. Last Two Pay Slips
8. Previous Employment's Offer/Relieving Letter
9. Two Passport Size Color Photographs
10. Medical Certificate

CES Limited has pleasure in welcoming you on board. Trust you will have many happy and mutually beneficial years of association with us.

Sincerely,  
For CES Limited

Swetha Gattu  
Sr Manager-HR

Phone: +91 (40) 4242-1122 | Fax No: +91 (40) 4010-2456

[www.cesltd.com](http://www.cesltd.com)

CIN # I55100AP1985PLC045963



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601  
Guntur (Dist.), A.P.



CMMI Level 5 Company

CES Limited  
7th Floor, Tower A,  
Ransky Solanki,  
Nanakranga, Gachibowli,  
Hyderabad-500081

Salary Annexure:

CES Limited			
PF Required (Yes/No)		Yes	
Components		Amount ( PM)	Amount ( PA)
Basic	:	11,067.00	1,32,804.00
HRA	:	4,427.00	53,124.00
Leave Travel Allowance	:	1,107.00	13,284.00
Other Allowances	:	11,067.00	1,32,804.00
Gross Salary	:	27,668.00	3,32,016.00
<b>Less Employee Contributions</b>			
P.F.	:	1,800.00	21,600.00
ESI	:	-	-
Professional Tax	:	200.00	2,400.00
Deductions	:	2,000.00	24,000.00
Net In Hand	:	25,668.00	3,08,016.00
<b>Add Company Contributions &amp; Others</b>			
P.F.	:	1,800.00	21,600.00
ESI	:	-	-
Statutory Bonus (Paid Quarterly)	:	-	-
Gratuity	:	532.00	6,384.00
Total CTC	:	30,000.00	3,60,000.00

Swetha Gattu  
Sr Manager-HR

I have reviewed the above and I accept & agree to comply with the guidelines and policies from time to time.

Employee:

Date:

Phone: +91 (40) 4242-1122 | Fax No: +91 (40) 4010-2456

www.cesltd.com

CIN # L55100AP1985PLC045963



PRINCIPAL  
NARASARAGPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist)



# Intent to Hire

Date: 10th March 2023

Dear D L DHEERAJA

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 18000 PM.

Your joining date will be 1st May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +919703636366 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,  
Cogent E Services Limited  
1st Floor Raj Towers, Balimatta Road  
Opp- Roopa Hotel Mangalore - 575002  
M:+91 9703636346  
W: [www.cogenteservices.com](http://www.cogenteservices.com)



*M. H. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



# Intent to Hire

Date: 10th March 2023

Dear D SIREESHA

We are delighted to inform you that you have been selected for the position of CSA (Customer Support Associate) in our organization for our Mangalore location. You will be offered a monthly salary of INR 18000 PM.

Your joining date will be 1st May 2023 for the further process at our Office address below with the documents as discussed

In case you have any queries please feel free to reach us on +919703636366 or you can also email us on [hr.mangalore@cogenteservices.com](mailto:hr.mangalore@cogenteservices.com)

We welcome you to join our cogent family and have a long term fruitful relationship with us.

Authorized Signatory



Regards,  
Cogent E Services Limited  
1st Floor Raj Towers, Balinatta Road  
Opp- Roopa Hotel Mangalore - 575002  
M:+91 9703636366  
W: [www.cogenteservices.com](http://www.cogenteservices.com)



*[Signature]*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



17

31-May-2023

Ref No: FAI/HYD/OL/SW/80321/01018590

Gadiraju Manoj Varma  
Sattenapalle  
522403

Dear Gadiraju Manoj Varma,

**Sub: Employment Offer Letter**

This has reference to your application and subsequent interview/s you had with us, we are pleased to offer you the below Designation, Band and Annual compensation, with First American (India) Private Limited (hereinafter referred to as the "Company") having its registered office at Aveda Meta Bldg, No. 184, BBMP PID No 82-105-8/1, Old Madras Road, Indiranagar, Bangalore - 560038.

Designation	Technical Trainee
Band	A1
Location	Hyderabad
Annual Compensation (including variable Pay)	440,000.00 (Four Lakhs Forty Thousand Only) as detailed in Annexure I.

The starting date of your employment will be no later than 18-Jul-2022.

Upon your joining the Company, we will provide you the Appointment letter and the employment agreement with the terms and conditions applicable to your position. In the event of you not joining us on or before the above said date, this offer will automatically stand withdrawn.

Please note that this offer and subsequent appointment is subject to successful clearance of the Background Verification checks conducted by the company.

You will be required to adhere to the company's Information Security and all other applicable policies during your employment.

Kindly revert via email (or) return the duplicate copy of this letter as a token of your acceptance on or before 01-Jun-2022. If you need any further information, please feel free to contact : Pathikonda Sri Gayathri (psrigayathri@firstam.com).

**First American (India) Private Limited**

**Campus 1 (Registered office)**

Ground to 7th floor, Aveda Meta Bldg.,  
No.184, Old Madras Road, Indiranagar PO,  
Bengaluru, Karnataka - 560038  
Tel: +91-80-4620-6000

**Campus 2**

8-2-472, GVC Square Road,  
1 Danjara Hills (Opp. GVK One)  
Hyderabad, Telangana - 500034.  
Tel: +91-040-4620-5000

**Campus 3**

JV Ganesh Complex, 1st,  
2nd and 3rd Floors,  
10/2, 3 Road Junction,  
Meyanoor Main Road,

Salem, Tamilnadu - 636 009.  
Tel: +91-0427-2431-99

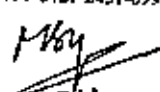
**Campus 4**

96, Ilara Kara Complex,  
Alagapuram Main Road,  
Salem, Tamilnadu - 636005,  
Tel: +91-0427-2431-699

CIN: U72200KA2009PTC048852

[www.firstam.co.in](http://www.firstam.co.in)



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



Annexure – I

COMPENSATION STRUCTURE

Component	Annual compensation	Monthly compensation
Basic Salary	200,000	16,667
House Rent Allowance	80,000	6,667
Conveyance Allowance	0	0
Flexible Benefits Plan (FBP)	96,000	8,000
Employer's share of Provident Fund	24,000	2,000
Gross Wage	400,000	33,333
Annual Bonus / Performance Incentive	40,000	3,333
Total Cost to the Company	440,000	36,667

**First American (India) Private Limited**

**Campus 1 (Registered office)**

Ground to 7th floor, Aveda Meta Bldg.,  
No.184, Old Madras Road, Indiranagar PO,  
Bengaluru, Karnataka - 560038  
Tel: +91-80-4620-6000  
CIN: U72200KA2009PTC048862

**Campus 2**

8-2-472, GVC Square Road,  
1 Banjara Hills (Opp. GVK One)  
Hyderabad, Telangana - 500034.  
Tel: +91-040-4620-5000

**Campus 3**

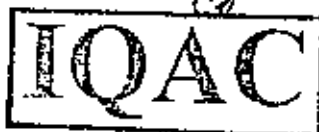
JV Ganesh Complex, 1st,  
2nd and 3rd Floors,  
J02, 3 Road Junction,  
Meyanoor Main Road,  
Salem, Tamilnadu - 636 009.  
Tel: +91-0427-2431-99

**Campus 4**

96, Ilara Kara Complex,  
Alagapuram Main Road,  
Salem, Tamilnadu - 636005.  
Tel: +91-0427-2431-99

[www.firstam.co.in](http://www.firstam.co.in)

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601  
Guntur (Dist.), A.P.



18

# savantis

Savantis Solutions India Pvt Ltd.  
2<sup>nd</sup> Floor, Plot no. 7/3/1, V3 Tech Enclave, Sector 3,  
HUDA Enclave, SY 64 P, Madhapur, Hyderabad - 500081  
Tel: +91 (955) 026 0066 | info@savantis.com | www.savantis.com

DOC: - SA/TA/Hyd/2023/4503

Date: -14 Feb 2023

Dear Gadwala Galeeb,

**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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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 on **1 August 2023**. 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: 2023.02.14

**Manish Modi**  
Manager Recruitment



*Manish Modi*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





For 66

**Offer: Computer Consultancy**  
**Ref: TCSL/DT20228160820/Hyderabad**  
**Date: 14/11/2023**

Mr. Veeramsetti Balakrishna  
D.No: 2-42 Ramalayam Street,  
Chilakaluripet -522616,  
Andhrapradesh.

Dear Veeramsetti Balakrishna,

**Sub: Letter of Offer**

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across all of the business units of TCSL.

Your gross salary including all benefits will be **₹3,53,578/-** 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 in TCS Xplore Program which gives you an additional earning potential of upto **₹30,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 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 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 (detailed under Terms & Conditions).



**NARASARAOPET**  
**NARASARAOPET**  
Guntur (Dist) A.P.

TCS Confidential  
TCSL/DT20228160820

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point  
TCS Careers ServiceLine: 1800 209 3111 Email: career@tcs.com



**Withdrawal of Offer**

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

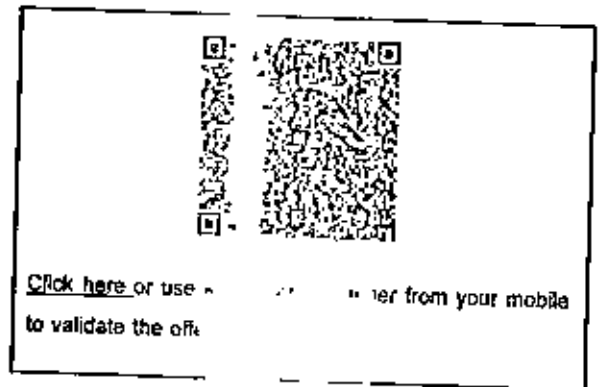
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



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



TCS Confidential  
TCSL/DT/20228160820

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point  
TCS Careers ServiceLine: 1800 209 3111 Email: career@tcs.com

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501  
Guntur (Dist.), A.P. 12

ba

1



GROSS SALARY SHEET

Annexure 1

Name	Veeramsetti Balakrishna
Designation	Assistant System Engineer-Trainee
Institute Name	Narasaraopeta Engineering College

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
<b>1) Fixed Compensation</b>		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	8,785	1,05,420
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<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
<b>TOTAL GROSS</b>	<b>28,807</b>	<b>3,53,578</b>
Xplore/ Learning Incentive****		Up to 60,000

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

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of TCS Xplore Program.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or not with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,000	72,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	1,035	12,420
<b>GROSS BOUQUET OF BENEFITS</b>	<b>8,785</b>	<b>1,05,420</b>



TCS Confidential  
TCSL/DT20228160820

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad  
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com  
Registered Office Nirmal Building, 9th Floor, Nariman Point  
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501, Guntur (Dist.), A.P.

21-0001



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551987

Applicant ID - 5572529

26-Sep-2023

Addanki Rama Krishna

Dear Addanki,

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

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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

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

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 081, India.

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

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



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551987

Applicant ID - 5572529

26-Sep-2023

Addanki Rama Krishna

Dear Addanki,

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

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

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

ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.

**Reference No. - 1384551987**

Addanki Rama Krishna

**• General:**

- Your appointment and continuation in employment are subject to reference checks, successful completion of your course during the current academic year and submission of your certificate and mark sheet within 3 months of joining.
- You will be bound by the Rules and Regulations of the Bank.
- You will keep us informed of any change in your residential address.
- Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

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

Yours sincerely,

Ankit Jindal

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

Signature of Applicant

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

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Vadodra 390 007, India.



PRINCIPAL  
NARASARADPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARADPET. 52501,  
Guntur Dist., A.P.

**Remuneration Details**

**Name :** Addanki Rama Krishna  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

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

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

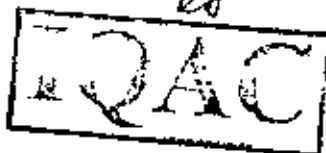
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 26-Sep-2023

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

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PRINIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.

21-6003



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551993  
Applicant ID - 5572514

25-Sep-2023

Venkatesh Amaraneni

Dear Venkatesh,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

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Vadodara 390 007, India.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.







PRIVATE AND CONFIDENTIAL

Reference No. - 1384551993

Applicant ID - 5572514

25-Sep-2023

Venkatesh Amaraneni

Dear Venkatesh,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at VNUKONDA\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

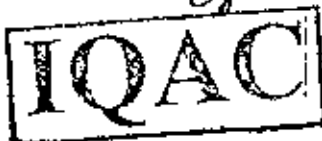
Other Terms and Conditions of Service:

- a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NABASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NABASARAO PETA  
Guntur (Dist.), A.P.

**Remuneration Details**

**Name :** Venkatesh Amaraneni  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

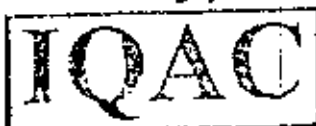
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 25-Sep-2023

**ICICI Bank Limited**  
ICICI Bank Towers  
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Mumbai 400 051, India.

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Regd. Office : ICICI Bank Tower,  
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Vadodara 390 007, India.



Principal  
NARASARAOPETA COLLEGE OF ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 517 226 01,  
Guntur (Dist), A.P.

0004



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551601  
Applicant ID - 5580327

29-Sep-2023

Anatha Laxmanarao

Dear Laxmanarao

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

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Fax: (91-22) 2653 1122  
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CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA  
Guntur (Dist.)

**Remuneration Details**

**Name :** Anantha Laxmanarao  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023




**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.



Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 604  
 Guntur (Dist.), A.P.

21 - 0005



PRIVATE AND CONFIDENTIAL

Reference No. - 1384575846

Applicant ID - 5572224

25-Sep-2023

Sritejaswini Annam

Dear Sritejaswini,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 057, India

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakti Circle,  
Old Padra Road,  
Vadodara 390 007, India.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601.

Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384575846

Applicant ID - 5572224

25-Sep-2023

Sritejaswini Annam

Dear Sritejaswini,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at VJAYAWADA - M. G. ROAD\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
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Regd. Office : ICICI Bank Tower,  
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Vadodra 390 007, India.

  
PRINCIPAL  
NARASARAOPET JEEVING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** Sritejaswini Annam  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
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\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 25-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 050, India

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PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.

21-0006



PRIVATE AND CONFIDENTIAL

Reference No. - 1384552002

Applicant ID - 5574501

25-Sep-2023

A Lekha Ramyasri

Dear A,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

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PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.







PRIVATE AND CONFIDENTIAL

Reference No. - 1384552002

Applicant ID - 5574501

25-Sep-2023

A Lekha Ramyasri

Dear A,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at MANGALGIRI-MAIN CENTER\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

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PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** A Lekha Ramyasri  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 25-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurta Complex  
 Mumbai 400 057, India

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website www.icicibank.com  
 CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.

PRINCIPAL

NARASARAO PETA ENGINEERING COLLEGE  
 (AUTONOMOUS)

NARASARAO PETA - 522 601,  
 Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551627  
Applicant ID - 5580342

29-Sep-2023

Aravapalli Supriya

Dear Aravapalli

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

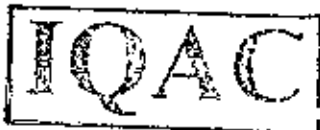
In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower, ENGINEERING Q,  
Near Chakli Circle, (AUTONOMOUS)  
Old Padra Road, NARASARAO PET - 390 007  
Vadodara 390 007, India, Gujarat (Dist ), A P

Principal

**Remuneration Details**

**Name :** Aravapalli Supriya  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

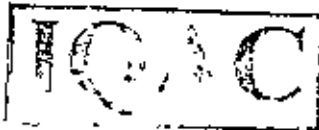
	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
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<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023




**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.



Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN.: L65190GJ1994PLC021012

Regd. Office : **NARASARAOPETA ENGINEERING COLLEGE**  
 Near Chakli Circle, (AUTONOMOUS)  
 Old Padra Road, NARASARAOPET - 522 601  
 Suntur (Dist.), A.P.  
 Vadodara 390 007, India

PRINCIPAL



21-0008



PRIVATE AND CONFIDENTIAL

Reference No. - 1384578318  
Applicant ID - 5720891

26-Sep-2023

Arepati Sivaiah

Dear Arepati,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051 India

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384578318

Applicant ID - 5720891

26-Sep-2023

Arepati Sivaiah

Dear Arepati,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at VALLABI\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 061, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PET - 522 601,  
Guntur (Dist.), A.P.

**Remuneration Details**

**Name :** Arepati Sivaiah  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

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\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 26-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website www.icicibank.com  
 CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.

**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.



27-009



PRIVATE AND CONFIDENTIAL

Reference No. - 1384578319  
Applicant ID - 5575228

27-Sep-2023

Baddula Anilkumar

Dear Baddula,

We are pleased to make you an offer of appointment as Assistant Manager-I in ICICI Bank. You will be placed in Branch Banking Dept at VALLABI\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the said out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

**Commencement/Term:**

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

**Other Terms and Conditions of Service:**

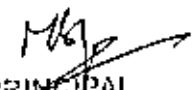
- Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited  
ICICI Bank Towers  
Randra-Kurla Complex  
Mumbai 400 081, India.

Tel: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L43190GJ1994PLC221912

Regd. Office : ICICI Bank Tower  
Near Chhatrapati  
Old Pandra Road,  
Veeodara 390 007, India.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551990  
Applicant ID - 5580327

29-Sep-2023

Betamsetti Subba Rao

Dear Betamsetti,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,


ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 501  
Cuntur (Dist.:-

**Remuneration Details**

**Name :** Betamsetti Subba Rao  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank, namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.



13

PRIVATE AND CONFIDENTIAL

Reference No. - 1384553593  
Applicant ID - 5573115

10-Oct-2023

Nandini Bonamukkala

Dear Nandini,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,


ICICI Bank HR Team

ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L85190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**Remuneration Details**

**Name :** Nandini Bonamukkala  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance.

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 10-Oct-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 091, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.



NARASARAOPEETI  
 (AUTONOMOUS)  
 NARASARAOPEETI - 522 601,  
 Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384578320  
Applicant ID - 5569481

27-Sep-2023

Bonthu Jaya Sindhu

Dear Bonthu,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India

**IQAC**

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.

**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**Remuneration Details**

**Name :** Bonthu Jaya Sindhu  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
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Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance.

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 27-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
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 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
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 Old Padra Road,  
 Vadodara 390 007, India.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551631

Applicant ID - 5580346

29-Sep-2023

Chimata Srilakshmi

Dear Chimata

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L65190GJ1994PLC021012

Regd. Office: **ICICI Bank Towers**, ENGINEERING CITY #1,  
Near Chakli Circle, (AUTONOMOUS)  
Old Padra Road, NARASARAOPET - 522 601  
Vadodara 390 007, India (Dist). A.P.

PRINCIPAL

**Remuneration Details**

**Name :** Chimata Srilakshmi  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
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<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023



**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website www.icicibank.com  
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodra 390 007, India  
 PRINCIPAL  
 RAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 RAOPETA - 522 601  
 Guntur (Dist.), A.P.





21-02)



**PRIVATE AND CONFIDENTIAL**

Reference No. - 1384578317

Applicant ID - 8321087

27-Sep-2023

Shrihari Prasad Deshrupat

Dear Sir/Maam,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at KANCHIKACHARLA - GANESH COMPLEX.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline which is the basic requirement of your eligibility. In an event, where the last said requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

**Commencement/Term:**

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

**Other Terms and Conditions of Service:**

- Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or work, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other intimated information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practice and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel: (91-22) 2663 1414  
Fax: (91-22) 2663 1177  
Website www.icicibank.com  
CN: 1481906/J1904PLC221812

Head Office: ICICI Bank Tower,  
Near Chhatrapati,  
Old Pochampalli Road,  
Mumbai 400 007, India.



*Handwritten Signature*  
**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
**(AUTONOMOUS)**  
**NARASARAOPETA - 522 601**  
**APURDHA DIST.**

21-0024



PRIVATE AND CONFIDENTIAL

Reference No. - 1384552004  
Applicant ID - 5572683

27-Sep-2023

Deva Yarramsetty

Dear Deva,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
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Old Padra Road,  
Vadodra 390 007, India.



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NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384552004

Applicant ID - 5572683

27-Sep-2023

Deva Yarramsetty

Dear Deva,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at AMARAVATHI-SECRETARIAT\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

**Commencement/Term:**

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

**Other Terms and Conditions of Service:**

- Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** Deva Yarramsetty  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	<b>Assistant Manager-II</b>	
	<b>Monthly</b>	<b>Annual</b>
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF. Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 27-Sep-2023.

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 071, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website www.icicibank.com  
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA  
 Guntur Dist., Andhra Pradesh



25

PRIVATE AND CONFIDENTIAL

Reference No. - 1384578323  
Applicant ID - 5577930

25-Sep-2023

Dhikonda Manikanta

Dear Dhikonda,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakil Circle,  
Old Padra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.). A.P.

**Remuneration Details**

**Name :** Dhikonda Manikanta  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance.

\*\*\* You will be eligible for Retirement Benefits of the Bank, namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 25-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex,  
 Mumbai 400 051, India

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website www.icicibank.com  
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.



NARASARAOPETA CHRISTIAN COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551636  
Applicant ID - 5580349

29-Sep-2023

Garikapudi Nandini

Dear Garikapudi

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65190GJ1994PLC021012

PRINCIPAL  
MABASARAOPETA ENGINEERING COLLEGE  
Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road, MABASARAOPETA - 572 001  
Vadodara 390 007, India.

**Remuneration Details\***

**Name :** Garikapudi Nandini  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance **	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023



**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.



Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN.: L65190GJ1994PLC021012

Regd. Office **ICICI BANK TOWER**  
 Near Chakli Circle, (AUTONOMOUS)  
 Old Padra Road, NARASARAOPET - 522 864  
 Vadodara 390 007, India. **Intur (Dist.), A.P.**

  
 PRINCIPAL





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551641  
Applicant ID - 5580353

29-Sep-2023

Gudluri Lavanya

Dear Lavanya

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65190GJ1894PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakt Circle,  
Old Padra Road,  
Vadodara 390 007, India.

PRINCIPAL

MADHARAO PETA ENGINEERING COLLEGE

AUTONOMOUS

VADODRA - 390 007

(Dist. V. A. P.)



### JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: <https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx>

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password" option to generate a new password.

Following documents (Photocopies) are required to be uploaded:

- 1) Self-attested copies of educational certificates and marksheets (X<sup>th</sup>/XII<sup>th</sup>/ Graduation/ Post graduation)
- 2) Work Experience Document
  - a. Resignation accepted letter from current organization
  - b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
- 3) Passport size Photograph (against Red background)
- 4) Address proof (Passport/Voter id/Ration card)
- 5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : **NARASARAOPET - 522 601,**  
Near Chakli Circle, **Guntur (Dist.), A.P.**  
Old Padra Road,  
Vadodara 390 007, India.

  
M. Jayaram  
PRINCIPAL  
NARASARAOPETA EMPOWERMENT  
(AUTONOMOUS)



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551613  
Applicant ID - 5580331

29-Sep-2023

Guntaka Usha Rani

Dear Guntaka

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN. L65190GJ1994PLC021012

*M. J.*  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
Regd. Office : ICICI Bank Towers  
Near Chakli Circle, NARASARAOPETA - 522 501  
Old Padra Road,  
Vadodara 390 007, India.

**Remuneration Details**

**Name :** Guntaka Usha Rani  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023



**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website www.icicibank.com  
 CIN: L65190GJ1994PLC021012

Regd. Office: NARASARAOPET - 522 601  
 Near Chakli Circle, Guntur (Dist. J. A.P.)  
 Old Padra Road,  
 Vadodara 390 007, India.

*M. G.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)



21-0041



PRIVATE AND CONFIDENTIAL

Reference No. - 1384574482  
Applicant ID - 5588288

27-Sep-2023

Aswini Nañuri

Dear Aswini,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384574482

Applicant ID - 5588288

27-Sep-2023

Aswini Nalluri

Dear Aswini,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in NRI at VJAYAWADA - M. G. ROAD\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NARASARAOPEETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PET - 522 601  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** Aswini Nañuri  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 27-Sep-2023

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodra - 390 007, India.



PRINCIPAL:  
NARASARAO PET. COLLEGE  
(AUTONOMOUS)  
NARASARAO PET - 522 601  
Guntur District, A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384536311  
Applicant ID - 5572156

11-Oct-2023

Polam Lakshminarayana

Dear Polam,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

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ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

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Vadodara 390 007, India.

**IQAC**

NARASARAOPETA DIST. COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** Polam Lakshminarayana  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

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Date: 11-Oct-2023

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 Bandra-Kurla Complex  
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 Vadodara 390 007, India.



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.



48

PRIVATE AND CONFIDENTIAL

Reference No. - 1384574331  
Applicant ID - 5574370

27-Sep-2023

S Gayathri ;

Dear S,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

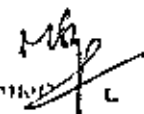
ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN.: L65180GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodara 390 007, India.



  
NARASARAOPETA ENGINEERING COLLEGE,  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.

**Remuneration Details**

**Name :** S Gayathri  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
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 Vadodara 390 007, India



COLLEGE  
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 NARASARAQBIST: 522-601.  
 NARASARAQBIST: 522-601.  
 Guntur (Dist.), A.P.  
 2 601.

21-0049



PRIVATE AND CONFIDENTIAL

Reference No. - 1384570647  
Applicant ID - 5572773

25-Sep-2023

Shaik Shabnam

Dear Shaik,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601.  
Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384570647

Applicant ID - 5572773

25-Sep-2023

Shaik Shabnam

Dear Shaik,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at VJAYAWADA - M. G. ROAD\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPETA

Guntur District, Andhra Pradesh



<b>Remuneration Details</b>
-----------------------------

**Name :** Shaik Shabnam  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	<b>Assistant Manager-II</b>	
	<b>Monthly</b>	<b>Annual</b>
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

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Date: 25-Sep-2023

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 Mumbai 400 051, India.

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 Fax: (91-22) 2653 1122  
 Website: www.icicibank.com  
 CIN: L85190GJ1994PLC021012

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 Old Padra Road,  
 Vadodara 390 007, India.



PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601.  
 Guntur (Dist.), A.P.

21-0050



PRIVATE AND CONFIDENTIAL

Reference No. - 1384580669  
Applicant ID - 5575108

27-Sep-2023

Ayesha Shaik

Dear Ayesha,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers |  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chaki Circle,  
Old Padra Road,  
Vadodara 390 007, India.

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601.  
Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384580669

Applicant ID - 5575108

27-Sep-2023

Ayesha Shaik

Dear Ayesha,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at NELLORE - MAGUNTA LAYOUT.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

**Commencement/Term:**

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

**Other Terms and Conditions of Service:**

- a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
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NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** Ayesha Shaik  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	<b>Assistant Manager-II</b>	
	<b>Monthly</b>	<b>Annual</b>
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

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PRINCIPAL

SARASAPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601.

Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551616  
Applicant ID - 5580334

29-Sep-2023.

Shaik Mastanvali

Dear Mastanvali

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



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Old Pedra Road,  
Vadodara 390 007, India.

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)

**Remuneration Details**

**Name :** Shaik Mastanvali  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
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Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

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Date: 29-Sep-2023



**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.

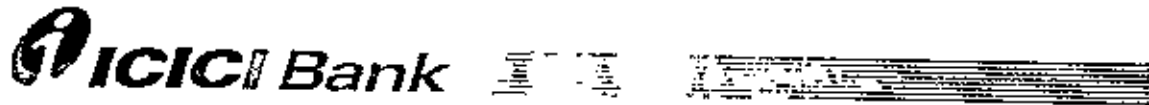


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 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower  
 Near Chakli Circle, NARASARAOPET - 522 601  
 Old Padra Road,  
 Guntur (Dist.), A.P.  
 Vadodara 390 007, India.

*M. Jay*  
 PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551621  
Applicant ID - 5580339

29-Sep-2023

Shaik Khasim

Dear Khasim

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

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In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



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Vadodra 390 007, India.

Principal

NARASARAOPETA ENGINEERING COLLEGE

(AUTONOMOUS)

NARASARAOPET - 522 601

(Dist.), A.P.

**Remuneration Details**
**Name :** Shaik Khasim

**Position:** Assistant Manager-II

**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
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\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

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Date: 29-Sep-2023



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 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.

  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601,  
 Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551622  
Applicant ID - 5580340

29-Sep-2023

Shaik Mahabbob Subhani

Dear Laxmanarao

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2657 1414  
Fax: (91-22) 2657 1122  
Website : www.icicibank.com  
CIN.: L65199GJ1994PLC021012

Regd. Office: ICICI Bank Towers, Sree Siddaganga College  
Near Chakli Circle, (AUTONOMOUS)  
Old Padra Road, SARAOPET - 522 603  
Vadodara 390 007, India (Dist.), A.P.

Principal



**Remuneration Details**

**Name :** Shaik Mahabbob Subhani  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance and any other allowance

\*\*\* You will be eligible for Retirement Benefit in accordance with the statutory requirements

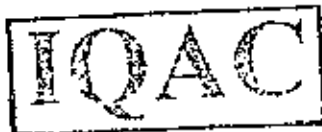
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965

Date: 29-Sep-2023

and / Travel allowance, LTA, Medical, Canteen and

of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements

and performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965



**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurta Complex  
 Mumbai 400 051, India

Tel.: (91) 22 2611 1111  
 Fax: (91) 22 2611 1111  
 Website: www.icicibank.com  
 CIN: L65110

114  
 122  
 www.icicibank.com  
 PL021012

Regd. Office : ICICI Bank Tower  
 Near Chhatrapati Shivaji Maharaj  
 Old Padra Road, Guntur (Dist.), A.P.  
 Vadodara 390 007, India.

*M. G. R.*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE



PRIVATE AND CONFIDENTIAL

Reference No. – 1384551644  
Applicant ID - 5580357

29-Sep-2023

Vinukonda Bindu Madhavi

Dear Bindu Madhavi

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team



**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road, NARASARAOPETA ENGINEERING CO.  
Vadodara 390 007, India. (AUTONOMOUS)  
NARASARAOPETA  
Guntur

PRINCIPAL



**Remuneration Details**

**Name :** Vinukonda Bindu Madhavi  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance


\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023



**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India.



Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN: L65190GJ1894PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India. Guntur (Dist.), A.P.

*MV*  
 PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE  
 (AUTONOMOUS)  
 NARASARAOPET - 522 601



65

PRIVATE AND CONFIDENTIAL

Reference No. - 1384552007  
Applicant ID - 5570036

27-Sep-2023

Tawva Prem Chand

Dear Tawva,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,


ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
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Old Padra Road,  
Vadodara 390 007, India.



  
PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.) A.P.

**Remuneration Details**

**Name :** Tawva Prem Chand  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 27-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 051, India

Tel.: (91-22) 2653 1414  
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 CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodra 390 007, India

**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)

NARASARAOPET - 522 601,  
 Guntur (Dist.), A.P.

**IQAC**

21-0061



PRIVATE AND CONFIDENTIAL

Reference No. - 1304580667

Applicant ID - 5572850

29-Sep-2023

Shivani Rao Kondramutta

Dear Shivani Rao,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website [www.icicibank.com](http://www.icicibank.com)  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chaldi Circle,  
Old Pedra Road,  
Vedodara 390 007, India.

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 527 001,  
Guntur (Dist.), A.P.



**PRIVATE AND CONFIDENTIAL**

Reference No. - 1384580867  
Applicant ID - 5572850

29-Sep-2023

Shivani Rao Kondramutla

Dear Shivani Rao,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at VJAYAWADA - LABBIPET.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

**Commencement/Term:**

- You shall be required to join the Bank on or before 18-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

**Other Terms and Conditions of Service:**

- a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65180GJ1994PLC021012

Regd. Office - ICICI Bank Tower,  
Near Chanki Circle,  
Old Fadra Road,  
Vadodara 390 007, India.



PRINCIPAL  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601,  
Guntur (Dist.), A.P.

**Remuneration Details**

Name : Shivani Rao Kondramutla  
Position: Assistant Manager-II  
Group: RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance*	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity)***	2,481	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\* You will be eligible for Retirement Benefits of the Bank, namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

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Date: 29-Sep-2023

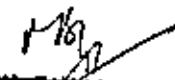
Digitally signed by Ankit Jindal  
Date: 2023.09.29 11:15:32 +05:30  
Reason: Offer Letter  
Location: Mumbai

ICICI Bank Limited  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN: L65190GJ1994PLC021012

  
Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodra 390 007, India.



  
NARASARAO PETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAO PETA - 522 601.  
Guntur (Dist.), A.P.

21-0072



PRIVATE AND CONFIDENTIAL

Reference No. - 1384551948  
Applicant ID - 5569985

29-Sep-2023

Kamalanadh Reddy Yadala

Dear Kamalanadh,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : [icicicareers@icicibank.com](mailto:icicicareers@icicibank.com)

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India

Tel.: (91-22) 2653 1414  
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CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
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Old Padra Road,  
Vadodara 390 007, India.

PRINCIPAL

NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601  
Guntur (Dist.), A.P.





PRIVATE AND CONFIDENTIAL

Reference No. - 1384551948

Applicant ID - 5569985

29-Sep-2023

Kamalanadh Reddy Yadala

Dear Kamalanadh,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at KHAMMAM - SWARNA PALACE\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 18-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051 India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakli Circle,  
Old Padra Road,  
Vadodra 390 007, India.



**NARASARAOPETA ENGINEERING COLLEGE**  
(AUTONOMOUS)  
NARASARAOPET - 522 501  
Guntur (Dist.), A.P.



**Remuneration Details**

**Name :** Kamalanadh Reddy Yadala  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	<b>Assistant Manager-II</b>	
	<b>Monthly</b>	<b>Annual</b>
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 29-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurda Complex  
 Mumbai 400 071 India.

Tel.: (91-22) 2653 1414  
 Fax: (91-22) 2653 1122  
 Website [www.icicibank.com](http://www.icicibank.com)  
 CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
 Near Chakli Circle,  
 Old Padra Road,  
 Vadodara 390 007, India.



**PRINCIPAL**  
**NARASARAOPETA ENGINEERING COLLEGE**  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 501  
 Guntur (Dist.), A.P.

21-0079



PRIVATE AND CONFIDENTIAL

Reference No. - 1384579877  
Applicant ID - 5575472

27-Sep-2023

Jatipati Nagalakshmi

Dear Jatipati,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline-, which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

**ICICI Bank Limited**  
ICICI Bank Towers |  
Bandra-Kurla Complex  
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414  
Fax: (91-22) 2653 1122  
Website www.icicibank.com  
CIN.: L65190GJ1994PLC021012

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Vadodra 390 007, India.



NARASARAOPETA COLLEGE  
(AUTONOMOUS)  
NARASARAOPET - 522 601,  
Guntur (Dist.), A.P.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384579877

Applicant ID - 5575472

27-Sep-2023

Jatipati Nagalakshmi

Dear Jatipati,

We are pleased to make you an offer of appointment as Assistant Manager-II in ICICI Bank. You will be placed in Branch Banking Dept at NELLORE - GT ROAD\_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join the Bank on or before 04-Oct-2023.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- a) **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- b) **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

**ICICI Bank Limited**  
ICICI Bank Towers  
Bandra-Kurla Complex  
Mumbai 400 051, India.

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Website www.icicibank.com  
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,  
Near Chakti Circle,  
Old Padra Road,  
Vadodara 390 007, India.

**IQAC**

PRINCIPAL  
NARASARAOPETA ENGINEERING COLLEGE  
(AUTONOMOUS)  
NARASARAOPETA - 522 601,  
Guntur (Dist.), A.P.

**Remuneration Details:**

**Name :** Jatipati Nagalakshmi  
**Position:** Assistant Manager-II  
**Group:** RETAIL BANKING GROUP

	Assistant Manager-II	
	Monthly	Annual
Basic	8300	99,600
HRA	4,150	49,800
Supplementary Allowance *	7,747	92,964
Superannuation Allowance	1245.00	14,940
<b>Total</b>	<b>21,442</b>	<b>2,57,304</b>
<b>Retirals</b>		
Retirals (PF, Gratuity) ***	2,491	29,892
<b>Total Fixed</b>	<b>23,933</b>	<b>2,87,196</b>
Performance Linked Retention Pay #	5,000	60,000
<b>Total CTC</b>	<b>28,933</b>	<b>3,47,196</b>

\* Supplementary allowance will include Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

\*\* You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy

#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 27-Sep-2023

**ICICI Bank Limited**  
 ICICI Bank Towers  
 Bandra-Kurla Complex  
 Mumbai 400 091, India.

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 Website www.icicibank.com  
 CIN.: L65190GJ1994PLC021012

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PRINCIPAL  
 NARASARAOPETA ENGINEERING COLLEGE,  
 (AUTONOMOUS)  
 NARASARAOPETA - 522 601  
 Guntur (Dist.), A.P.