



**CALL LETTER**

Dated: ..... 29 April 2019 .....

Dear..... APEKSHA M .....

We are happy to inform you that you have been short listed in our screening test.

Training in our incubation centre starts on ..... JUNE ..... 2019.

On the date of joining we would explain you in detail the schedules.

**NOTE:**

- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes **Core Java, Manual Testing, SQL & Aptitude.**
- No other programs are included in this training module.

**RULES: following rules to be followed for placement activities:**

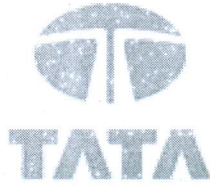
- You should have 90% attendance in class room / practical session
- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given assignments in time.
- Give everyday presentation
- Bring this offer letter on the first day with all semester marks cards, 10<sup>th</sup> 12<sup>th</sup>, PUC documents and any other Govt ID proof.

This letter is valid on the date of joining. If you join on any other date, free training will not be valid. You may have to pay the fees.

  
Thank & Regards

QSPIDERS CAMPUS CONNECT  
Mb:9686800588

USN NO ..... 1KG15EC009 .....



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20184629599/Bangalore**  
**Date: 20/09/2018**

Mr. Chethan M  
#17/256th Cross,  
Vivekanandanagar, Bsk 3rd Stage,  
Bangalore-560085,  
Karnataka.  
Tel# 91-9845981913

Dear Chethan M,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/DT20184629599

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**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

Ref ID: PFSDS/B001/682/16032019

Date: 16 March, 2019

Dear Divya o,

**Offer Letter – PathFront Software Development Specialist**

I am delighted to inform you that the Admission committee has admitted you to **PathFront Software Development Specialist Program**. Please accept our personal Congratulation. Based on your application information and on your performance in all the stages of our selection process, you will be on-boarded to PathFront Partner Corporation as **Software Development Specialist** Post training.

Role	Software Development Specialist
Salary Range	Rupees Two Lakh to Three Lakh Forty Thousand per annum (Rs.2,00,000 to Rs.3,40,000/annum)
Job Location	Anywhere in India
Batch Number	PFSDS/B001
Pre-Requisite for the job	Successful Completion of 60 working days Fulltime Technical Training @ PathFront, Bangalore

Your pre-requisite training for the job will be conducted by PathFront on client's behalf. Information related to the training and cost are outlined in **Terms of Admission**, which is shared along with this offer letter. The training is designed to increase the employability of the participants and transform them into capable and confident professionals with relevant skills for the workplace and external certifications for the industry. Successful completion of this program will lead you to an assured job in one of our Partner Corporation.

Further details about the program are provided in the 'Terms of Admission' attached herewith. You are required to read the 'Terms of Admission' and acquaint yourself with all the policies, procedures and other requirements for your admission and participation in the program, and your admission and participation in the program will be subject to strict compliance with the terms of this letter as well as the 'Terms of Admission'. A Comprehensive scholar handbook will be shared during the time of you on boarding at our campus.

You are requested to confirm acceptance of this admission without prejudice, by completing and sending back the enclosed 'Acceptance Note' within 2 working days of the receipt of this letter. You can also confirm by emailing it to us at [campus@pathfront.in](mailto:campus@pathfront.in). We look forward to having you on board.

Encl.:

1. On Boarding Process note
2. Acceptance Note
3. Frequently Asked Questions

circumstances which are unforeseen and beyond its control. The Company commits to ensure that the content and quality of the program is not compromised or diluted by such changes.

**12. Confirmation of Bonafide Participation**

By providing the Acceptance Note of the offer of admission, you represent, warrant and confirm that your participation in the program is bonafide, and that you are not acting along with any competitors of the Company (directly or indirectly) to gain access and information about the unique program established by the Company. By providing the Acceptance Note, you undertake to indemnify the Company against any loss it may suffer due to any malafide action by you, or any breach of the terms of this letter, the Student Policy Handbook or any other rules or guidelines issued by the Company.

**13. Confidentiality**

Any information disclosed by the Company to you, including any information about our program, its structure, the material, the clients, etc., shall not be disclosed by you, without the prior written consent of the Company. If requested by the Company, you undertake to enter into a formal non-disclosure and confidentiality undertaking with the Company.

Please note that information about your performance and conduct may be shared with the prospective employers and other members concerned with the program to facilitate the learning & employment process.

You are requested to confirm acceptance of this offer by completing the enclosed 'Acceptance Note' format and emailing it us at [campus@pathfront.in](mailto:campus@pathfront.in) within 2 working days of the receipt of this communication. While sending the payment proof to us, please note your name and reference number behind the DD or the NEFT receipt for easy identification.



Ramesh J  
Head - Operations  
M/s.Pathfront Consulting Services LLP.

Student Signature

Student Name

# [24]7

Dear Harshitha P

Sub: **Conditional Offer of Employment**

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of "**Digital Interaction Advisor**" in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

1. Your initial annual Cost to Company will be **186612**. This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request your trainer who shall consider such requests on a case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility if qualified will commence accordingly.
8. You are requested to bring along the documents listed below WITHOUT FAIL on your day of joining **15-Jul-19** for the purpose of submission/verification:
  - Five passport size color photographs (important)
  - Date of Birth proof certificate (Original and Photocopy)
  - Aadhaar Card (Original and Photocopy)
  - Graduation mark sheets till last semester including final semester admit card (Original and photocopy)
  - High school and secondary school pass out mark sheets/certificates (Original and Photocopy)
  - Previous Employment details if any (Service Certificate/ Relieving Letter if applicable in original)
  - Last drawn Pay slip (if applicable in original)
  - Passport No. / Driver's license No. / Bank Account No. (Original and Photocopy)

**NOTE:** ORIGINAL DOCUMENTS WILL BE RETURNED TO THE EMPLOYEE IMMEDIATELY AFTER BEING VERIFIED AGAINST THE COPIES WHICH SHALL BE ATTESTED.


If you have any queries pertaining to this offer letter please call us at +91 9972927247.

Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes

  
Submita Malik  
Vice President HR

  
I accept your offer.  
Signature of the candidate

## Letter of Appointment

Dear *Koubeq Khanum,*

We are pleased to appoint you in our organisation as **Senior Sales Executive L-1** at Bangalore starting on Date *17<sup>th</sup> June 2019*

As discussed and agreed, you will be eligible to receive the following gross emoluments:

**Salary:** Annual starting salary of **Rs. 4,60,000 Annual CTC (Fixed: Rs. 2,20,000; Variable upto: Rs. 2,40,000)**, subject to tax and other statutory deductions.

Your Offer Letter will be issued on the date of joining. The joining formalities and induction will be carried out in our **Bangalore office**.

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

**Photocopies of below mentioned documents:-**

- (1) 10<sup>th</sup> & 12<sup>th</sup> and Degree certificates, if any
- (2) Experience/ Relieving letters (If applicable)
- (3) Latest 3 months salary slips from your previous organization
- (4) Passport-size photos-3
- (5) Address & ID proof (PAN & Aadhaar 3 copies each)
- (6) Cancelled Cheque or a copy of bank statement
- (7) Send scan copy of Aadhar card, Experience/ Relieving letters & pay slips (if applicable) to **daniel.dev@nobroker.in & mohammed.sharief@nobroker.in**

We look forward to welcome you aboard.

Sincerely,

*Ira Joshi*  
Ira Joshi  
HR Manager  


## Letter of Intent

Mamatha M.

Dear Candidate,

### **CONGRATULATIONS!**

You have been shortlisted for 5paisa.com online and panel round of interview. Further on your selection you will be appointed as **Customer Executive (Officer Grade)** based at Bangalore location.

A formal Offer letter with your date of joining will be issued to you upon your final selection by 5paisa.com after completion of the training.

This letter is confidential and you agree and undertake to keep this letter and the contents thereof confidential. All the information shared with you at the time of selection process for the training regarding company shall be kept confidential.

### **The details for the training:**

- NIIT, #74/2, 1st Floor, Sanjana Plaza, Elephant Rock Road, Jayanagar 3rd Block, Bengaluru, Karnataka 560011
- Date and time will be communicated to you shortly over phone as well as email.

You are informed to email the scan copy of the following documents at the earliest to [harish.k@niit.com](mailto:harish.k@niit.com)

- Updated Resume

- All Marks Cards (10th, 12th and Graduation)
- Aadhar Card.

-

**Note: Please share your PDF or Word format of your resume and PAN Card without fail by to (Kavya.P@niit.com) mention in subject line your name and collage name**

-

For further details or clarification, please connect the under signed.

Best wishes,

Harish Setty

Mobile: 9916367270

Email: harish.k@niit.com

*Note: This complete selection and training process is absolutely "FREE". NO money to be paid.*



# [24]7

Dear Parvathy R.

Sub: **Conditional Offer of Employment**

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of "**Digital Interaction Advisor**" in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

1. Your initial annual Cost to Company will be **186612**. This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request your trainer who shall consider such requests on a case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility if qualified will commence accordingly.
8. You are requested to bring along the documents listed below WITHOUT FAIL on your day of joining **15-Jul-19** for the purpose of submission/verification:
  - Five passport size color photographs (important)
  - Date of Birth proof certificate (Original and Photocopy)
  - Aadhaar Card (Original and Photocopy)
  - Graduation mark sheets till last semester including final semester admit card (Original and photocopy)
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**NOTE: ORIGINAL DOCUMENTS WILL BE RETURNED TO THE EMPLOYEE IMMEDIATELY AFTER BEING VERIFIED AGAINST THE COPIES WHICH SHALL BE ATTESTED.**

If you have any queries pertaining to this offer letter please call us at +91 9972927247.

Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes,

  
Susmita Malik  
Vice President HR

I accept your offer.  
Signature of the candidate



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20184605021/Bangalore**  
**Date: 20/09/2018**

Ms. Sanjana R  
#1517, Flat F01 Slv Residence 9 B Main,  
Ram Mandir Road,  
Bengaluru-560050,  
Karnataka.  
Tel# 91-9844037894

Dear Sanjana R,

**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 **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

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

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

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TCSL/DT20184605021

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**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

# [24]7

Dear Sudhanva Anand

Sub: Conditional Offer of Employment

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of "Digital Interaction Advisor" in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

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2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
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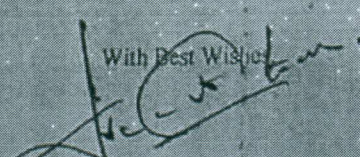
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Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes

  
Susmita Malik  
Vice President HR

I accept your offer.  
Signature of the candidate

16-Mar-2019

Dear Sushma G S,  
B.Tech/B.E., Electronics and Communication Engineering  
KS School of Engineering and Management

Candidate ID – 12997820

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer **Annexure B** for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu  
Global Head-Talent Acquisition

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

Signature :

Date:

## Annexure A

Name: Sushma G S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	<b>Annual Gross Compensation</b>		<b>297,000</b>
	Incentive Indication (per annum)**		20,000
	<b>Annual Total Compensation</b>		<b>317,000</b>
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	<b>Annual Total Remuneration</b>		<b>338,005</b>

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

# PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

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

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

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

\*\*\* **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same.

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to

# Cognizant

pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

Login to <https://onecognizant.cognizant.com>->Total Rewards App for more details

Ref: 730580/1665663/Fr Non ELTP/PMK

January 25, 2019

Ms. Swathi N  
No. 1182/A, 10th Main, Parvathi Nillaya, Hampi Nagar,  
2nd Stage, Vijayanagar, Beside Attiguppe Metro,  
Bangalore.  
Mobile: 9880562229

**Subject: Offer of Appointment**

Dear Ms. Swathi N,

It is our pleasure to welcome you to **Tech Mahindra Limited**.

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Associate Software Engineer** at **Band 'U' and Sub Band 'U1'** under **ELTP Scheme (as Fr-Non-ELTP)**.
2. You will be on probation for a period of **3 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement (ELITE)**" will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only)**. Please refer **Annexure B** for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
  - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
  - Meeting the set eligibility criteria at the end of your academic course
  - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
  - Submission of all necessary legal documentation pertaining to your employment.



## ANNEXURE - A

NAME	Ms. Swathi N	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	Bangalore	
	<b>COMPONENTS</b>	<b>Per Annum (All figures in INR)</b>
	BASIC (@30% OF TOTAL FIXED PAY)	67,712
	HRA (@50% OF BASIC)	33,856
	BONUS / STATUTORY BONUS	24,000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	8,125
	FLEXIBLE COMPONENTS OF TFP	92,013
	<b>TOTAL FIXED PAY..... (A)</b>	<b>2,25,706</b>
	<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>25,079</b>
	<b>ADDITIONAL BENEFITS..... (C)</b>	<b>9,215</b>
	GRATUITY	3,257
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAL)	5,958
	<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>260,000</b>

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** 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.

Component	Max Limit
Leave Travel Assistance	12,000
Meal Card	26,400

(Contd...)



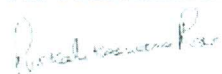
## ANNEXURE A (Contd...)

3. **Additional Benefits:** Associates shall be eligible for below mentioned benefits:
- 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 lakh** to the beneficiary on the unfortunate death of the associate
  - 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 lakh** (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrolments of parents is not opted for, the applicable cover (for self only OR self+spouse+up to 2 children) will be **INR 2 lakh**.
  - Group Personal Accident Insurance (GPAI) Coverage:** You would be enrolled under the Company's GPAI scheme with a cover of up to **INR 5 lakh** payable in case of permanent disablement arising out of any unfortunate event of an accident.
4. **Deductions:**
- The Company shall make any deductions from the salary, as it may be stated in the respective policies from time to time. For example, deductions towards Company provided transport, non-adherence as per disciplinary policies etc.
  - Statutory Deductions:** Tech Mahindra Limited shall make necessary statutory deductions from your gross salary and directly pay on your behalf to the concerned authorities. In the instances where the Company is not under an obligation to make these deductions, you will agree to make such payments to the concerned authorities. And also, you shall, upon request by Tech Mahindra, provide documents/proofs of such payments.

### Notes:

- Bonus / Statutory Bonus, if applicable as per The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
- For purpose of contribution to PF, Gratuity, Superannuation, if any, and encashment of leave, notice period etc., computations will be on Basic Pay.
- Total Variable Pay (TVP) amount mentioned is maximum amount based on 100% performance; Final payout of TVP will be as per Variable Pay Policy applicable for the Financial Year and actual performance. In addition to above, Associates carrying Individual Revenue Targets (Sales, Relationship Management etc.) will be covered by the 'Performance Bonus Policy' or 'Sales Incentive Policy', as applicable.
- Please note that the salary structure of The Company may be altered/modified at any time without any prior notice and your remuneration and other terms may accordingly be altered/ modified from time to time. Further salary, allowances and all other payments/benefits will be governed by The Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
- Gratuity shall apply as per the 'Payment of Gratuity Act 1972'

For Tech Mahindra Limited,



**Venkat Paturi**  
Head - Resource Management Group

## ANNEXURE - B

NAME	Ms. Swathi N	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	Bangalore	
	<b>COMPONENTS</b>	<b>Per Annum (All figures in INR)</b>
	BASIC (@30% OF TOTAL FIXED PAY)	85,037
	HRA (@50% OF BASIC)	42,519
	BONUS / STATUTORY BONUS	24,000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	10,204
	FLEXIBLE COMPONENTS OF TFP	1,21,695
	<b>TOTAL FIXED PAY.....(A)</b>	<b>2,83,455</b>
	<b>TOTAL VARIABLE PAY (TVP)..... (B)</b>	<b>31,496</b>
	<b>ADDITIONAL BENEFITS..... (C)</b>	<b>10,049</b>
	GRATUITY	4,091
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	5,958
	<b>TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)</b>	<b>325,000</b>

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** 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.

Component	Max Limit
Leave Travel Assistance	12,000
Meal Card	26,400

(Contd...)

# [24]7

Dear Vibha N

Sub: **Conditional Offer of Employment**

Congratulations!

You have been shortlisted to join 24/7 Customer Private limited, a company that has been rated amongst the "Top 5 best performing Contact Centers in the World" consistently for 3 years in a row.

We are pleased to offer you the position of "**Digital Interaction Advisor**" in 24/7 Customer. The following are the terms of employment with 24/7 Customer.

1. Your initial annual Cost to Company will be **186612**. This will be applicable after your training period.
2. You will be required to work in shifts, with rotating weekly offs.
3. We shall provide you a separate Letter of Appointment on the date of your joining.
4. You will report for the joining and orientation at our office as per the communication received from the HR team.
5. Upon joining, you will be provided with Foundation Level Education ("FLE") and Product Level Education ("PLE"). Once you successfully complete your FLE, the Company will pay your monthly compensation retrospectively from the date of joining the Company. It is hereby clarified that your entitlement of your monthly compensation (retrospectively from the date you joined the Company) would depend on the outcome of your FLE results.
6. During the training period you will be entitled only two weekly offs. However, in case you require leave during training period on account of any medical emergency, you may request your trainer who shall consider such requests on a case to case basis.
7. In the event of permitted absence exceeding two continuous days, you will be required to restart the training program with the next batch. Please note in such a case your employment will commence from the date you start training in the next batch and your stipend/salary eligibility if qualified will commence accordingly.
8. You are requested to bring along the documents listed below **WITHOUT FAIL** on your day of joining **15-Jul-19** for the purpose of submission/verification:
  - Five passport size color photographs (important)
  - Date of Birth proof certificate (Original and Photocopy)
  - Aadhaar Card (Original and Photocopy)
  - Graduation mark sheets till last semester including final semester admit card (Original and photocopy)
  - High school and secondary school pass out mark sheets/certificates (Original and Photocopy)
  - Previous Employment details if any (Service Certificate/ Relieving Letter if applicable in original)
  - Last drawn Pay slip (if applicable in original)
  - Passport No. / Driver's license No. / Bank Account No. (Original and Photocopy)

**NOTE:** ORIGINAL DOCUMENTS WILL BE RETURNED TO THE EMPLOYEE IMMEDIATELY AFTER BEING VERIFIED AGAINST THE COPIES WHICH SHALL BE ATTESTED.

If you have any queries pertaining to this offer letter please call us at +91 9972927247.

Please sign this Offer in the place allotted for the same as your acknowledgement to join the company on the communicated date failing which this offer will automatically expire and deemed to have been withdrawn.

Once again wishing you the very best and looking forward to your successful career at 24/7 Customer.

With Best Wishes

  
**Susmita Malik**  
Vice President HR

I accept your offer.  
Signature of the candidate