



20-SEP-2023

Letter Of Appointment

To,
Mr. Neeraj Bhandari
Plot No. 98a Sr. No. 27
Hadapsar Industrial Estate
8208675392

Dear Mr. Neeraj,

This has reference to our Offer of Employment in TATA Consultancy Services Limited vide TCSL/2107896/BOM/Business Process Outsourcing Services/BPA dated 25-Aug-2023 and your completing joining formalities as per TCSLs policy.

On the terms and conditions detailed in our Offer of Employment accepted by you, we are happy to appoint you as Process Associate in Grade BPO1 with effect from 20-SEP-2023.

Your Associate number is 2678800.

I take this opportunity to extend you a warm welcome to the TCSL Family !

Yours sincerely,
For TATA Consultancy Services Limited

GIRISH V NANDIMATH
Global Head – Talent Acquisition

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

TCS House, Raveline Street, Fort, Mumbai 400 001, Maharashtra, India
Tel: 91 22 6778 9999 Fax: 91 22 6778 9000 website: www.tcs.com
Registered Office: Nirmal Building, 5th Floor, Nariman Point, Mumbai 400 021

TCS Private & Confidential

Name of the selected candidate	Email ID of the selected candidate	Profile Hired for	Offer Acceptance by the candidate	week of final exam completion	Date of final exam completion	Dates status
			Accepted/Offer rejected	- please mention the week in which the exams are to be completed Eg : May 1st week, June 2nd week ect ..	- please mention the date in which the exams are to be completed .DD/MM/YYYY format	Tentative/Confirmed
Tejasvi Prakash Gaikwad	tejasvfgaikwad18@gmail.com	BDA	Accepted	Current Week	24/06/2023	Confirmed
Shruti Chandrashekhar kamble	kambleshruti57@gmail.com	BDA	Accepted	current week	24/06/2023	Confirmed
Madikar Shreya Avinash	shreyamadikar28@gmail.com	BDA	Accepted	current week	24/6/23	confirmed
Suraj Ramkrushna Pawar	surajramkrushna2002@gmail.com	BDA	Accepted	current week	24/06/2023	Confirmed
Tejas Arun Walunj	tejaswalunj2002@gmail.com	BDA	Accepted	current week	24/06/2023	Confirmed
Nikita Sanjay Khochare	nikitakhochare19@gmail.com	BDA	Accepted	current week	24/06/2023	confirmed
Bharvi Babu Ghule	bhramghule7361@gmail.com	BDA	Accepted	current week	24/06/2023	Confirmed
Ritesh Digambar Bhosale	riteshbhosale19362@gmail.com	BDA	Accepted	current week	24/06/2023	Confirmed
Rutuja Gokul Waware	waware.rutuja@gmail.com	BDA	Accepted	current week	24/06/2023	confirmed
Babar Anisha Bhimarao	anishabbabar@gmail.com	BDA	Accepted	current week	24/06/2023	confirmed

Vijay

07th July 2023

AIZ/HR/OFF/JUL/23/15

Mr Parmeshwar Dhruva Wambhurkar,
C/o Dhruva Wambhurkar, Mu Post,
Talnewadi Tq, Gevral, VTC: Georal (Rural),
PO: General, Sub District: Georai, District: Beed,
Maharashtra-431127.

Dear Parmeshwar,

This has reference to your application and subsequent discussion with us.

We are delighted to offer you a position as **Junior Scientist I in Complex Products (Formulation Development)** with **Aizant Drug Research Solutions Pvt. Ltd.** on the terms and conditions as have been mutually agreed and the specifics of the offer are as follows.

1. You will be posted at Sy. No. 172 & 173, Apparel Park Road, Dulapally, Medchal, Hyderabad – 500100.
2. You are required to join the organization on or before **10th August 2023** or by the mutually agreed date between you and the company failing which this offer of employment stands withdrawn.
3. During your employment with us, you shall be subject to the company's existing rules and regulations as varied by us from time to time at our discretion.
4. Your offer of employment will be contingent upon clearance of the background verification check that is mandatory as per the company policy. Please refer Annexure II for the details and documents to be furnished before joining.
5. Our formal appointment letter giving detailed terms and conditions of your employment shall be issued upon your joining the company. Please sign the duplicate copy of offer letter indicating your acceptance and date of joining and return the same to us for our records.
6. As a token of acceptance of our offer, please send us the confirmation of the acceptance within a day of receipt of this mail. After acceptance please share the resignation letter within 4 days from receipt of this mail & joining should be on or before the mentioned date of joining failing which the offer letter will stand void.

Wishing you a great career with Aizant Drug Research Solutions Pvt. Ltd.

Yours Sincerely,

For **Aizant Drug Research Solutions Pvt. Ltd.**



B Vasanthi
Director – Human Resources


Aizant Drug Research Solutions Private Limited

Regd. Off : Sy No. 172 & 173, Apparel Park Road, Dulapally Village, Dundigal - Gandimaisamma (M),
Medchal - Malkhajgiri (Dist.), Hyderabad - 500 100.

Tel : 91 40 23792190/91/92, Fax : +91 40 23792223, Web : www.aizant.com

CIN : U24239TG2005PTC048133, E-mail : info@aizant.com

Date:07th July 2023

Appointment Letter

Dear AKHILESH SHINDE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear ARTI TAYADE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear BHARVI GHULE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear BHUSHAN GUNJAL ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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Date:07th July 2023

Appointment Letter

Dear SWAPNIL CHAVAN ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear DIKSHANT GUNDE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear KAJAL WAYBHAT ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear KAJAL MANE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear KALYANI BHALERAO ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear MANOJ MHASKE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear MAYURESH CHAVARE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear MOHINI LELE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear MRUNALI DEOKAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear NEHA KALE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear NIKITA KHOCHARE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear NITIN WAGHACHAVARE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear OMKAR BHAD ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear POOJA TAPDIYA ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

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Date:07th July 2023

Appointment Letter

Dear PRATIKSHA KALE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
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Date:07th July 2023

Appointment Letter

Dear PRAVIN PAWAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



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Date:07th July 2023

Appointment Letter

Dear PRITI DIVEKAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear RAJLAKSHMI AMBEKAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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Date:07th July 2023

Appointment Letter

Dear RAJNANDINI VIBHUTE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



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2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear RAMESHWAR GUTTE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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For LabourNet Services India Pvt. Ltd,



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Date:07th July 2023

Appointment Letter

Dear RAVINDRA BADE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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Date:07th July 2023

Appointment Letter

Dear RITESH BHOSALE ,

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Date:07th July 2023

Appointment Letter

Dear ROSHANI SUKATE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

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Date:07th July 2023

Appointment Letter

Dear RUSHIKESH CHAURE ,

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Date:07th July 2023

Appointment Letter

Dear RUTUJA WAWARE ,

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Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear RUTUJA HIVARKAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SAKSHI DESHMUKH ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SAKSHI LONDHE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SAMADHAN SARDE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SAMRUDHI NALAWADE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SANGITA NICHAL ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
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We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SANJANA KAMTHE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
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We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SHIVANI SHINDE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
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We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SHIVANI BORKAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SHREYA MATE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SHRUTI MAHADIK ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SHRUTI KAMBLE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SIDDHI SAPKAL ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SNEHAL KAD ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SURAJ SHINDE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear SURAJ PAWAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
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- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear TEJAS PARJANE ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear TEJASVI GAIKWAD ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear TRUPTI GHOIRAT ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear VAIBHAV YENEGURKAR ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear VAISHNAVI PATIL ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Date:07th July 2023

Appointment Letter

Dear TEJAS WALUNJ ,

With reference to your application and the subsequent offer made to you after your interview with us we are pleased to appoint you as Warehouse Executive, in our organization on the terms and conditions enumerated in this Offer Letter & Annexure A. You will be working in the premises of **Reliance Pharmaceuticals Pvt Ltd** and you are required to report to duty on or before 18-July-2023.

- Your appointment will be subject to the terms and conditions contained herein and in Annexure-A.
- Your monthly salary will be 13000 Rupees per month plus incentives.
- We welcome you to LabourNet and look forward to a long and mutually beneficial association.

We wish you success in all your endeavors.

For LabourNet Services India Pvt. Ltd,



Authorized Signatory

Encl.: 1) Annexure - A Terms and conditions
2) Annexure - B Compensation & Benefits

Service Agreement

This Service Agreement is executed on this 24 day of May 2023 at Pune

BETWEEN

AM Infoweb Pvt. Ltd. a company defined under the provisions of the Companies Act, 2013, having its Registered Office at Cerebrum IT Park, B-3, 7th Floor, Kalyani Nagar, Pune, Maharashtra 411014, (Hereinafter for the sake of brevity & convenience referred to and called as "COMPANY" which expression shall, unless repugnant to or inconsistent with the context thereof, mean and include its successors and assigns)

AND

Mr./Ms. Richa Ray, residing at Hadapsar, Pune, (Hereinafter for the sake of brevity & convenience referred to and called as "CONSULTANT" which expression shall, unless repugnant to or inconsistent with the context thereof, mean and include his legal heir or successor/s)

COMPANY and CONSULTANT are hereinafter collectively referred to as "Parties" and individually as a "Party", wherever the context.

WHEREAS:

- A. COMPANY is *inter alia* engaged in the business of **Health Information Management Outsourcing**;
- B. COMPANY was looking for a consultant who could provide services of a **medical documentation specialist**.
- C. CONSULTANT represented that he/she has requisite skill/experience/knowledge in the field of **Life Sciences / Pharmaceutical**.
- D. Based on the representations made by CONSULTANT, the COMPANY has agreed to engage and appoint CONSULTANT on terms and conditions as mentioned below to perform services as mentioned in this agreement.
- E. Both the Parties decided to put their discussions into writing and hence this Agreement.

NOW THIS AGREEMENT WITNESSETH AS UNDER AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. **APPOINTMENT:** COMPANY hereby appoints on non-exclusive basis Mr./Ms. Richa Ray as a **CONSULTANT** to provide Services to COMPANY on terms and conditions as mentioned hereinbelow. During the period of this Agreement, CONSULTANT shall not provide services of the nature of marketing or promotion to the competitors of the COMPANY.
2. **SCOPE OF WORK:** CONSULTANT hereby agrees, promises and undertakes to provide services of **medical documentation specialist** which are more particularly described in the Annexure (I) herewith ('Services').
3. **TERM:** This Agreement shall be valid and in force for a period of 6 (Six) months starting from 24th May 2023.
4. **INDEPENDENT CONTRACTOR:** The relationship between COMPANY and CONSULTANT under this Agreement shall be strictly on principal to principal basis. Nothing in this Agreement shall



be interpreted to make either party the agent, a joint venture, or partner of the other. Nothing herein shall be construed as providing for the sharing of profits or revenue. The CONSULTANT shall always act as and be treated as an independent consultant engaged by COMPANY. Further there shall not be any employer employee relationship between COMPANY and CONSULTANT. Consultant never claim employment from the COMPANY.

5. **CONSIDERATION:** Towards providing Services as mentioned in this agreement, COMPANY will pay consultancy fees to Consultant as per the Annexure 2 and CONSULTANT shall not claim or demand from COMPANY any other payment of whatsoever nature. All payments to be made by the COMPANY to CONSULTANT shall be subject to withholding tax or such other statutory deductions as applicable. CONSULTANT shall not be eligible for any reimbursement of expenses unless previously approved in writing by the COMPANY.
6. **REPRESENTATIONS OF CONSULTANT:** CONSULTANT hereby represents that:
 - i. he has all the requisite educational qualification/skills/knowledge/experience in performing Services as mentioned in this agreement;
 - ii. CONSULTANT is not prevented under any agreement with any party from performing services as mentioned in this agreement.
7. **OBLIGATIONS OF CONSULTANT:** CONSULTANT hereby agrees, promises, undertake that:
 - i. CONSULTANT shall render Services to the COMPANY as per terms and conditions of this agreement;
 - ii. CONSULTANT shall render Services in most professional manner; should complete their aligned work within stipulated timelines and with expected/required outcome;
 - iii. CONSULTANT shall not make any expenditure on behalf of or for COMPANY, except previously approved in writing by COMPANY;
 - iv. CONSULTANT shall duly comply with all the laws, rules, regulations, notifications, as applicable while rendering the Services; and
 - v. CONSULTANT shall not claim or demand from any of the COMPANY's customer/s or prospective customers any payment, benefits concessions, whether monetary or otherwise, and shall strictly refrain from engaging into any commercial transaction with the customer/s or prospective customers in his own name.
8. **RECORDS & REPORTS:** CONSULTANT shall maintain such records and follow such procedures as may be required by COMPANY from time to time. COMPANY has right to periodically audit such records and other books of CONSULTANT, and obtain copies thereof and if found necessary, COMPANY will give directions for updating, amending the procedures, maintenance of records, etc. Such suggestions shall be implemented by the CONSULTANT within a stipulated time as may be prescribed by COMPANY. CONSULTANT shall provide to the COMPANY such reports or information as per timeline and formats prescribed by the COMPANY from time to time.
9. **DISCLAIMERS:** Statements or representations made by COMPANY to prospective customer or customer of the COMPANY shall not binding on COMPANY, unless approved in writing previously by the COMPANY. COMPANY shall not be responsible or liable for any act done by the CONSULTANT beyond the scope of the work as mentioned in this agreement and beyond the rights, authorities and powers conferred upon the CONSULTANT in accordance with this Agreement. No act or omission of COMPANY with respect to Services of the CONSULTANT shall be presumed or deemed to be ratification of any of the unauthorized acts or omission of the CONSULTANT, unless specifically ratified in writing to that effect by COMPANY. Thus, there shall



not be presumed any ratification by COMPANY by way of implication. COMPANY shall not be obliged to accept proposals, or service proposals, or suggestions forwarded by the CONSULTANT and shall have right to reject any proposal without assigning any reason. CONSULTANT shall not have any claim against COMPANY in case any proposal/s or suggestions are rejected by COMPANY.

10. **INTELLECTUAL PROPERTY RIGHTS:** COMPANY shall always remain owner of its intellectual property rights including trademarks, patents, designs and copyrights. This agreement does not transfer any rights in intellectual property rights including trademarks, patents, designs and copyrights of COMPANY in favour of CONSULTANT.
11. **CONFIDENTIALITY:** CONSULTANT shall use the Confidential Information only for the purpose of performance under this Agreement. CONSULTANT shall not disclose the Confidential Information to anyone. Obligations of non-disclosure of the Confidential Information of the COMPANY by the Contractor shall survive the expiration or termination of the Agreement. Confidential Information includes any and all information or documents shared or communicated by the COMPANY to CONSULTANT, in any form, whether during the period of this Agreement or before that including pricing policies, products catalogues, or technical information about the products of the COMPANY.
12. **NON-COMPETE:** CONSULTANT agrees that during the period of this Agreement and for a period of 2 (two) years after expiry or termination of this Agreement:
 - i. CONSULTANT shall not solicit any customers of COMPANY, whether directly or indirectly, for himself or for any other person/COMPANY/partnership firm/limited liability partnership/business organization/non-business organization;
 - ii. CONSULTANT shall not act in conflict of interests of COMPANY;
 - iii. CONSULTANT shall not, whether directly or indirectly, on his own or person/COMPANY/partnership firm/limited liability partnership/business organization/non-business organization compete with the business of the COMPANY; and
 - iv. CONSULTANT shall not, whether directly or indirectly, on his own or for any person/COMPANY/partnership firm/limited liability partnership/business organization/non-business organization hire employees of the COMPANY or entice employees of the COMPANY to leave employment of the COMPANY, without obtaining the prior written consent of COMPANY.
13. **TERMINATION:** The COMPANY has right to terminate this Agreement by giving 30 days prior notice in writing to the CONSULTANT. The COMPANY has additional right to terminate this agreement with written notice (but without any notice period) in case of breach of provisions of CONFIDENTIALITY or NON-COMPETE by the CONSULTANT. COMPANY has also additional right to terminate this Agreement by giving to CONSULTANT a written notice of such termination if CONSULTANT breaches in any of the terms or conditions of this Agreement. Such notice by COMPANY party will contain details of breach. CONSULTANT will have thirty (30) days from receipt of written notice to cure such breach. If such breach has not been timely cured, then COMPANY may immediately terminate this Agreement upon written notice but without any notice period. The CONSULTANT has right to terminate this Agreement by giving 30 (thirty) days prior notice in writing to the COMPANY.
14. **EFFECTS OF EXPIRY OR TERMINATION:** Upon expiration or termination of this Agreement the CONSULTANT shall immediately stop using logo, trademark etc. of the COMPANY and desist from representing anyone in any manner whatsoever as a CONSULTANT or representative of



the COMPANY or in any other capacity, and also from performing any acts as per this Agreement. No representation made by the CONSULTANT to any third party or customer/s on behalf of COMPANY after the termination/expiration of this Agreement shall be binding in any manner upon COMPANY, even though erstwhile approved by COMPANY. CONSULTANT shall not be eligible for any compensation after termination/expiration of this Agreement.

15. **INDEMNIFICATION:** CONSULTANT shall indemnify and keep indemnified the COMPANY, (including its directors, employees, officers, agents and representatives) from and against all losses, damages, claims, costs and expenses, merely on demand without demur, arising out of or in connection with:
- i. breach or non-compliance with any applicable laws or regulations by the CONSULTANT;
 - ii. breach of any of the terms and/or conditions of this Agreement by the CONSULTANT;
 - iii. breach of representations made by the CONSULTANT;
 - iv. any infringement of intellectual property rights by the CONSULTANT; and
 - v. any claim, demand, suits made by the third party due to misconduct or negligence by the CONSULTANT.

Provisions of indemnifications shall survive termination or expiration of this Agreement.

16. **DEDUCTIONS:** COMPANY shall be entitled to deduct appropriate amounts from any amounts payable to the CONSULTANT towards losses, costs and expenses incurred or any damage suffered by COMPANY due to breach of any covenants, terms, conditions, responsibilities or deficiency, delay in providing services or in performing obligations as stated herein by the CONSULTANT.
17. **INSURANCE & PROVIDENT FUND:** As a measure of goodwill, COMPANY shall extend the benefits Group Medclaim insurance Policy for the CONSULTANT and cover him under the COMPANY's PF Code and pay contributions in respect of him during the tenure of this Agreement.
18. **GOVERNING LAW, JURISDICTION & ARBITRATION:** Laws of India shall govern the validity, performance and construction of this Agreement. Subject to provisions of arbitration, any disputes related to this Agreement shall be referred to the exclusive jurisdiction of the courts at Pune, India.

Any dispute or claim ('Dispute') arising out of or in connection with this Agreement shall, in the first instance, be resolved through consultation by the Parties among themselves within 30 (thirty) days from its request. If the Dispute is not resolved within said period, then the same shall be finally settled by way of arbitration by a sole arbitrator who shall be jointly appointed by the Parties. Arbitration Proceedings shall be conducted (i) as per provisions of the Arbitration and Conciliation Act, 1996 (including any amendments/re-enactments therein from time to time); (ii) at Pune; and (iii) in the English language. The arbitrator shall give reasoned Award. Parties shall share arbitrator's fees in equal proportion.

19. **MISCELLANEOUS:**

- i. **CUMULATIVE REMEDIES:** All remedies of either Party under this Agreement whether provided herein or conferred by statute, civil law, common law, custom or trade usage, are cumulative and not alternative and may be enforced successively or concurrently.





- ii. **WAIVER:** No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provisions hereof. No waiver shall be effective unless made in writing and signed by an authorised representative of waiving party.
 - iii. **SEVERABILITY:** If any part of this Agreement is held by any court of competent jurisdiction to be unenforceable or as invalid or illegal, such part shall be treated as being severable from the remainder or this Agreement and the same shall not affect the other provisions of this agreement and this Agreement will be construed in all respects as if such invalid and/or unenforceable provision were omitted.
 - iv. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the Parties with respect to the subject matter of this Agreement and supersedes all prior agreements, communications whether oral or written.
 - v. **NOTICES:** Any notice required to be given under this Agreement shall be given by sending the same by registered post acknowledgment due or personally to the addresses set out herein above at the beginning of this agreement or any address as may be notified from time to time.
 - vi. **SURVIVAL:** Notwithstanding anything contained herein, any terms and conditions; rights, responsibilities and obligations; warranties and representations, which by their nature survive termination or expiration of the Agreement, shall remain in effect even after expiry or termination of this Agreement. In case a specific period of such survival is prescribed under a particular provision, such provision shall survive till the expiry or termination for such period only.
 - vii. **HEADINGS/CAPTIONS:** All indices, titles, subject headings, Clause titles and similar items are provided for the purpose of reference and convenience and are not intended to be inclusive or definitive or to affect the meaning, content or scope of this Agreement.
 - viii. **SCHEDULES, ANNEXURES, AND SUPPLEMENTS ETC.:** Any Schedules, Annexures, Supplements or any papers, documents attached and/or annexed to this Agreement shall form an integral part of this Agreement.
 - ix. **ASSIGNS:** CONSULTANT shall not assign or sub-contract this Agreement in whole or in part, without first obtaining, prior written consent of COMPANY. Any attempted assignment in violation of this clause shall be void.
 - x. **MODIFICATIONS:** The terms and conditions of this Agreement may be modified in writing signed by both Parties and annexed to this Agreement.
 - xi. **COUNTERPARTS:** COMPANY shall retain the original copy of this Agreement & CONSULTANT shall be given the duplicate thereof.
20. **INTERPRETATION:** In this Agreement wherever context so requires:
- a. reference to singular words with include plural and vice versa;
 - b. reference to any gender will include other genders;
 - c. words imparting persons with include bodies corporate or any business organization or non-business organization;

Tray

- d. any reference to a statutory provisions/laws shall include such provision as is from time to time modified or re-enacted; and
- e. the words include and including are to be considered without limitation.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly signed and executed by their authorized representatives as below.

<p>For COMPANY; AM Infoweb Private Limited Through its authorized signatory</p> <p>Name: <u>Aniket Jawalkar</u></p> <p>Date: <u>24-05-2023</u> Place: <u>Pune</u></p> <p>Witness: <u></u></p> <p>Name: <u>Sadigwad. Jahagirdar</u> Address: <u>AM INFOWEB</u></p> <p>Date: <u>24/5/2023</u> Place: <u>Pune</u></p>	<p>CONSULTANT</p> <p>Name: <u>Richa Ray</u></p> <p>Date: <u>26/05/2023</u> Place: <u>Pune</u></p> <p>Witness: <u></u> <u>Afreen Chougale</u></p> <p>Name: <u>Afreen Chougale</u> Address: <u>Flat B1103, 11th Floor, B-12 Building, R-Euphoria Housing Society, Kondhwa, Pune.</u></p> <p>Date: <u>26/05/23</u> Place: <u>PUNE</u></p>
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Annexure (I)
Services

CONSULTANT agrees to provide following services to COMPANY

1. Arrange the medical records as per the client specifications
2. Fact-check dates and other statements for accuracy
3. Confirm all submitted writing is accurate
4. Ensure text meets tone and character count outlined by company policies
5. Follow the client SOP and make changes as per the feedbacks/updates
6. Maintain confidentiality with respect to client and medical records
7. Meet quality and productivity parameter as set by the client/organization



Annexure II

NAME				Richa Ray
Contract Start Date				24/05/2023
CTC (Yearly)				252060
CTC				
COMPENSATION COMPONENT	Ref	Monthly	Annually	
Basic Salary		14,076	168,912	
House Rent Allowance		704	8,446	
Statutory Bonus		2,036	24,433	
Transport Allowance		2,500	30,000	
Total Fixed Pay	A	19,316	231,791	
EPF @12%		1,689	20,269	
ESI @0.75%		0	0	
PT		200	2400	
Total Deduction	B	1,889	22,669	
Total Net Pay	C = A - B	17,427	209,121	
Company contribution towards PF @12%		1,689	20,269	
Company contribution towards ESIC @3.25%		0	0	
Company contribution towards Gratuity		0	0	
Total Company Contribution	D	1,689	20,269	
Total Cost to Company (CTC)	E = A + D	21,005	252,060	

B. Note to Compensation Stack-up:

(1) The Company provides following discretionary Insurance benefits as per Company Policy: Medclaim Benefit : For Self (INR 2 Lakhs)

(2) **Company's contribution to Provident Fund (PF):** Company Contribution towards PF will be as per Employee Provident Fund and Miscellaneous Provisions Act, 1952 and is currently 12% of PF wages.

(3) Professional tax will also be a part of the aforementioned deductions. As per the Maharashtra Profession Tax Act, all individuals who are involved in work in a Government organisation or private organisation in Maharashtra and earn through any other mode must pay professional tax. Professional Tax and other deductions (if any) as governed by the policies by the government will be applicable.

Reviewed
Ray



Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20234064628/Pune/BPS/BTN
Date: 10/08/2023

Mr. Ritesh Digambar Bhosale
At Post. Matola Tal.Ausa Dist. Latur

Ausa
Latur-413520
Maharashtra
Tel# -

Dear Mr. Ritesh Digambar Bhosale,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **11,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.



OTHER BENEFITS

1. Health Insurance Scheme

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

Entitlement - Under this scheme, you and your enrolled dependents will be entitled for Rs. 5, 00,000/- as a family cover under the default HIS plan towards hospitalization expenses.

Premium rates and contribution will be applicable as per the TCS Health Insurance Policy and the amendment made therein from time to time. You have the flexibility to choose a plan which is higher than the default HIS plan during the permitted window, by paying the applicable additional premium plus taxes.

*Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail . For further details, please refer to the policy document

2. Professional Memberships:

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

3. Social Security - Employees' State Insurance:

The company will contribute 3.25% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. Compensation Benefits under ESI Act / Employees' Compensation Act:

If you are covered under Employees State Insurance Act (ESI Act), you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of disablement arising out of and in the course of employment as per applicable Company policy. In the event of death arising out of and in the course of employment, your beneficiary will be eligible for compensation as per the Company's policy. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

* Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. Night Shift Stipend:

Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.

6. Process Specific Stipend:

Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. Traineeship Pre-requisites

Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.



It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with **TCSL** will be discontinued without any notice or notice pay

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

2. **Traineeship Period:**

During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, **TCSL** may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. **Hours of Training:**

You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. **Leave:**

You will be entitled for leaves as per the company's policy.

5. **Transport:**

TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. **Alternative Occupation / Traineeship:**

During the period of your traineeship at **TCSL** , you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of the company.

7. **Confidentiality, Data and Intellectual Property Protection:**

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of **TCSL** and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. **Work in SBWS mode:**

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/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.

9. TATA Code of Conduct:

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

10. Notice Period:

You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

11. Medical Test:

You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute's photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and further employment(if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.

Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

12. Background Check:

Your traineeship will be subject to a background check in line with the Company'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 checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

13. Submission of Documents:

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

- Standard X and XII Mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Passport
- 6 photographs - passport size
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.



Your original documents will be returned to you after verification.

14. Initial Learning Programme (ILP)

On joining **TCSL** as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as **TCSL** may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. **TCSL** continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.

As **TCSL** progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. Letter of Appointment

Your will be issued a letter of appointment on your joining and after completing joining formalities as per **TCSL** policy

16. Personal Data Processing:

Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

17. Terms and conditions:

The above terms and conditions of traineeship are specific to your traineeship period in India.

18. Rules and Regulations of the Company:

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

19. Compliance to all clauses:

You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle **TCSL** in withdrawing this letter of traineeship at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically terminated at the sole discretion of TCSL .

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms



ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20234064628/Pune/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as TCS) (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

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

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

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

(d) Customer and prospective customer lists, and

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

2. Associate's Obligations

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

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by



TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

4. Prior knowledge

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

5. Use of third party material

Associate expressly agrees that Associate shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

a) use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

6. Security policies and Guidelines.

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

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,



acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

- (a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- (c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");
- (d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;
- (e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- (f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and
- (g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

- a) Will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) Will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) Will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- d) Will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.



e) Will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

f) Will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

g) Will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

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

9. No License

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

10. Equitable Rights

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

11. General

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

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or any claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

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

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

(e) This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized



representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____ .

I hereby accept this Offer and intend to join service on_____.

Name:

Address:

Signature:

Date:

Ref No.: CAN3285

Date: 13-10-2023

Ms. Samrudhi Mahadeo Nalawade

Solapur - 413108

Maharashtra

Mobile No. - 8010029160

Dear Samrudhi,

Offer Letter

With reference to your recent interview with us, we are pleased to offer you the position of **Health Claims Executive** in the grade of **Executive** in **SBI General Insurance Co. Ltd.** You will be reporting to the **Senior Health Claims Manager**.

1. You will be on probation for a period of 6 months. Your confirmation in the service of the Company will be subject to your successful completion of your probation period.

2. During the period of your probation and upon subsequent confirmation, your **Total CTC** would be **Rs. 3,92,400/- (Three Lakh Ninety Two Thousand Four Hundred Rupees Only) per annum**. This will be an all-inclusive cost to company (CTC) for availing your services with **Fixed CTC of Rs. 3,27,000 /- (Three Lakh Twenty Seven Thousand Rupees Only) and approximate Performance Linked Variable Pay of Rs. 65,400 /- (Sixty Five Thousand Four Hundred Rupees Only)**.

3. Your initial posting will be as per the details mentioned below. However, the company reserves the right to utilize your services at any other place within or outside the country.

Posting Location: Pune - Health Hub

Sublocation: (Not applicable if left blank)

SBI General Insurance Company Limited

Corporate & Registered Office: 9th Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai – 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

4. This is a provisional offer. We will issue a Letter of Appointment post your joining, subject to completion of joining formalities.
5. The Company shall carry out an extensive background verification after your appointment in the company. Your appointment shall be voidable at the sole discretion of the company in case the outcome of the background verification is not satisfactory to the Company.
6. The remuneration offered to you is confidential in nature. This should not be disclosed to any other employee of **SBI General Insurance Co. Ltd.** nor should it be discussed with them. In case of breach of confidentiality of remuneration, the offer made by us will be voidable at our sole discretion irrespective of its acceptance at your end.
7. While in service, you will not work for anybody else for remuneration, honorarium or for any other consideration without the written permission of the company.
8. In case of your resignation or termination by **SBI General Insurance Co. Ltd.** for any reasons whatsoever, the admissibility or otherwise payment of any incentive and the quantum of such incentive to be paid shall be at the sole discretion of the Management and no correspondence shall be entertained in this regard.
9. In case you resign before your confirmation, no other incentive would be payable.
10. The normal age of superannuation shall be 60 years.
11. This offer letter is valid for a period of 90 days from the date of issuance.

Yours Faithfully,

Bertron Gonsalves



Team Leader - Talent Acquisition

SBI General Insurance Company Limited

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Salary Annexure of Ms. Samrudhi Mahadeo Nalawade
CTC Structure

SALARY COMPUTATION	
Components	Per Annum
Basic	1,80,500
HRA	90,250
Statutory Bonus	15,036
Special Allowance	46
Employer Provident Fund	32,490
Gratuity	8,678
Fixed CTC	3,27,000
Performance Linked Variable Pay	65,400
Total CTC	3,92,400

*Performance Linked Variable Pay mentioned above is indicative in nature and there is no minimum guaranteed Performance Linked Variable Pay. It is payable basis Individual and Company performance in line with Company policy.

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Other Benefits	Eligible Cover
<p><u>Mediclaim Insurance:</u></p> <p>Hospitalization expense which require 24 hours hospitalization for Self, Spouse, Parents (partial contribution from the employee) & up to 2 dependent children (below 25 years of age) is payable on a family floater basis.</p> <p>Specified Day Care Treatment which does not require 24 hours hospitalization is also payable.</p> <p>Maternity Benefit, new born baby and Pre-existing illnesses covered from the day of joining.</p>	Rs.3 Lakh
<p><u>Group Personal Accident Insurance cover:</u></p> <p>All employees are covered 24 hours, under this policy. The policy covers an employee in the event of death/bodily injury due to an accident. It also covers temporary or permanent disability caused due to the accident.</p>	Rs. 30 Lakh
<p><u>Group Term Life Insurance cover:</u></p> <p>Group Term Life is payable to the nominee of the deceased employee in case of unfortunate event of natural death.</p>	Rs. 20 Lakh

*** These benefits are available to the employees of the company as per HR Policy as in force**

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Instructions for joining

Office Timings: 9.30 AM to 6.30 PM

Location Address for joining:

9th Floor, Westport, Pan Card Club Road, Baner, Pune, Maharashtra - 411045

You may contact the following official(s) in case of any query related to your joining formalities.

Name : Pooja Padhye
E - Mail ID : Pooja.Padhye@sbigeneral.in
Mobile no. : 9028163881

On your acceptance of Offer letter, you will receive an onboarding link on your e-mail id to complete the onboarding formalities. You are required to upload your relieving letter/ resignation acceptance through the onboarding link before your joining with **SBI General Insurance Co. Ltd.**

You are also requested to open a salary account with State Bank of India and update the same while completing the onboarding formalities.

SBI General Insurance Company Limited

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SV Biotech

=====
PVT.LTD.

GST - 27AAXCS3033R1ZF

CIN NO.: U74391PN20150PG165173

Ref: SVB/HR/APTLTR/2023

Date- 08th July, 2023

To,
Ms. Shivani Sunil Borkar
A/p - Varvand,
Tal - Daund
Dist - Pune - 412203

Dear Shivani,

It gives us great pleasure to welcome you to SV BIOTECH PVT LTD. With making this leap to S V BIOTECH PVT LTD, you have become a part of a global company that takes pride in providing a value-based workplace and exciting growth opportunities to its employees. Beginning here, starts your journey of delivering challenging projects in an innovation driven and enriching workplace.


SV BIOTECH PVT LTD takes pride in its more than 02 years old heritage and experience in developing technology and equipment that helps billions of people achieve a better quality of life. Being affiliated with S V BIOTECH PVT LTD brings a sense of purpose and satisfaction that comes from working with talented employees in a reputed organization that provides quality products and services to its customers. It's an exciting time to work here!

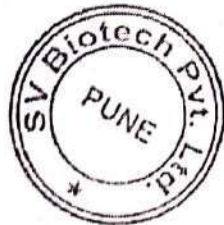
We are confident that you would take the right decision of joining us. Enclosed herewith is your detailed Appointment Letter. Your date of appointment is effective from the date of joining which shall be but not later than July 08, 2023.

If you do not join by this date this appointment stands withdrawn – unless the date of joining is extended and communicated to you in writing.

Please get in touch with us in case you have any queries regarding the components of this letter. We wish you a successful career with S V BIOTECH PVT LTD.

SV BIOTECH PVT LTD


Dr. Vinodkumar Patil
Director





EMPLOYMENT AGREEMENT

Allied Analytics LLP

AND

Siddhi Mahadev Sapkal

CONFIDENTIAL

EMPLOYMENT AGREEMENT

THIS AGREEMENT is made on **4th July 2023** between the following parties:

Allied Analytics LLP. Office No. 102D & E, 2nd Floor, A-3 Building E space IT park, Pune Nagar Road, Pune 411014., Maharashtra, India (the “**Company**”);

And

Siddhi Mahadev Sapkal currently and permanently residing at Chinchaner Vandan, Satara, Maharashtra 415004 . (the “**Employee**”).

WHEREAS:

RECITALS

1. The Company desires to engage the services of the Employee, Employee wishes to be employed by the Company and the Company desires to employ the Employee from the Commencement Date as stated in **Appendix A**, at its office at Office No. 102D & E, 2nd Floor, A-3 Building E space IT park, Pune Nagar Road, Pune 411014., Maharashtra, India.
2. and/or any other place as may be included with respect to the business of the Company, upon the terms and subject to the conditions set forth herein;
3. In pursuance of the understanding between the Parties and for the consideration detailed herein, the Parties hereto have decided on certain specific terms and conditions hereinafter detailed.

NOW THEREFORE IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AND THIS AGREEMENT WITNESSETH AS UNDER:

1 DEFINITIONS

- 1.1 “**Agreement**” shall mean this Employment Agreement executed between the Parties, including any amendments and revisions as may be effected thereto mutually by the Parties in writing, from time to time.
- 1.2 “**Client**” shall mean any company, firm or person with whom the Company is in technical, financial or commercial association or collaboration.
- 1.3 “**Compensation**” shall mean the all-inclusive total annual cost of gross emoluments payable by the Company to the Employee, and other statutory benefits that the Employee is entitled to.
- 1.4 “**Information**” shall mean any Company proprietary information, technical data, trade secrets or know-how, including, but not limited to, research, product plans, products, services, customer lists and customers (including, but not limited to, customers of the Company on whom the Employee called or with whom the Employee became acquainted during the term of his/her employment), markets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances or other business information disclosed to the Employee by the Company either directly or indirectly in writing, orally or by drawings or observation of parts or equipment, and any Client information obtained or accessible in connection with his/her employment. However, Information does not include any of the foregoing items, which has become publicly known and made generally available through no wrongful act of the Employee or of others who were under confidentiality obligations as to the item or items involved
- 1.5 “**Intellectual Property**” shall mean copyright rights, trademark rights, patent rights, trade secrets, moral rights, rights of publicity, authors’ rights, contract and licensing rights, goodwill and all other intellectual property rights as may exist now and/or hereafter come into existence and all renewals and extensions thereof, regardless of whether such rights arise under the laws of any state, country or jurisdiction.

-
- 1.6 “Innovation” shall mean any innovation, discovery, invention or any improvements thereto and shall include but not be limited to development of any products, software, source codes, designs, documentation and programming techniques.
- 1.7 “Party” and “Parties” shall mean the Employee and the Company individually or collectively as the context may require.
- 1.8 “Affiliate” means a firm, any joint venture, subsidiary, holding company, any subsidiary or joint venture of holding company currently in existence or which may be formed hereafter and their franchisees, or business partners, or organizations with business alliances, or an entity that directly or through one or more intermediaries’ controls or is controlled by or is under control of the Company including its franchisees, business partners and organizations with business alliances.
- 1.9 “Absconding” means unauthorized absence for more than five (5) consecutive working days without prior notification to the appropriate authority
- 1.10 “Person” means an employee, consultant, individual, corporation, partnership, limited liability company, association, trust or other entity or organization, including a government or political subdivision or an agency or instrumentality thereof.
- 1.11 “Prospective Client” means any person or entity to which the Company has within one year of termination of the employment of the employee, submitted a proposal to provide such services, the preparation of which included the Employee’s direct or indirect involvement.
- 1.12 “Office” shall mean the office place of the Company situated at Pune and/or any other place as may be included with respect to the business of the Company.
- 1.13 “Employee Handbook” means employee manual which compiles policies, guidelines, procedures, working conditions, and behavioral expectations that guide employee’s actions in company. Employee Handbook is available with the HR Department and is shared with you during your induction process.

2 TERMS OF EMPLOYMENT

- 2.1 The Employee will undergo a Probationary Period of Six (6) months from the date of commencement of your appointment.
- 2.2 During this period, your services with the company may be terminated by either party giving to the other written notice. Period of the notice will be governed by the terms mentioned in Employee Handbook.
- 2.3 In the event when the management decides to terminate the services of an employee, the company will pay notice salary to the employee based on his/her status with the company.
- 2.4 The applicable notice period as per your designation/job grade shall be of 45 days during probationary period and 60 days after probationary period. The Notice period applicable shall be revised, subject to change in designation/job grade.
- 2.5 The Employee understands and agrees that either the Company or the Employee may terminate the relationship with or without cause, at any time during the course of his/her employment with the Company and such cessation shall be in accordance with Clause 11 of this Agreement.
- 2.6 In the event the Employee is being employed for a limited period of time as specified in Appendix A, the Company reserves its right to extend/renew the appointment of the Employee for such period or periods as may be necessary, depending upon the exigencies relatable to the work for which the Employee is engaged by the Company.
- 2.7 The Company may, at its sole discretion, transfer the Employee to any other office of the Company in India or outside of India or to any of its Affiliates. In such case, the Employee shall also be bound by any policy of such other office or affiliate, in existence at the date of this Agreement or that may be subsequently framed by the Company or its Affiliates. While every attempt will be made to give the Employee reasonable advance notice of such transfer, in case of an emergency such transfers may be made effective immediately.
- 2.8 The retirement age for the Employee shall be fifty-eight (58) years.
- 2.9 The Company shall not be liable to reimburse the Employee for any expenses paid or incurred by the Employee in course of his/her employment with the Company unless the Employee has incurred the said expense after obtaining the prior written approval of the Company or in accordance with the existing Company policies. However, the employment at the Company will always entail the conditions of satisfactory performance and satisfactory market conditions for the Company's products and services as may be determined by the Company at its sole discretion.
- 2.10 The Company will not be liable for any additional tax implications on the Employee's compensation that may arise from any changes in Income Tax or other statutory regulations. For further clarity, any tax or statutory liability (either direct or indirect) that is due for equity grants made to the Employee (if any) will be exclusively the liability of the Employee to either pay directly or to reimburse to the Company when payment is due to the government authorities, whether or not the Employee is actively employed by the Company at the time of payment.

3 EMPLOYEE BENEFITS & COMPENSATION

- 3.1 The Employee's Designation and Compensation details are mentioned in Appendix A which may change from time to time upon unilateral notice by the Company in this regard.
- 3.2 It is agreed that it shall be open to the Company, based on a review, to vary, from time to time, the Compensation by way of remuneration, benefits, facility or perquisite by the Company.
- 3.3 The Employee shall be entitled to benefits as mentioned in employee handbook in accordance with the Company's policy. Such benefits may be amended by the Company from time to time.
- 3.4 All compensation payable hereunder is subject to applicable tax withholding, international, national, federal, state, provincial, municipal, local, or other statute, law, ordinance, regulation, rule, code, order, or other requirement or rule of law (each, a "Law").

4 OBLIGATIONS OF THE EMPLOYEE

- 4.1** The Employee shall perform all duties and accept all responsibilities reasonably related to and consistent with such position as may be assigned to him/her;
- 4.2** During the term of the employment with the Company and unless specifically agreed otherwise in advance and in writing by the General Manager, Human Resources of the Company's parent or designee, the Employee shall neither seek nor accept to be employed, engaged, hired by or in any manner whatsoever, render services, either as an employee, contractor, joint venture or otherwise to any third party either in India or abroad whether on deputation or otherwise. This obligation shall be binding on the Employee whether the said third party is engaged in similar business as the Company or otherwise.
- 4.3** The Employee shall not act in any manner, which either conflicts with the Employee's duties and obligations to the Company or is contrary to the policies or the interests of the Company as detailed in the policies referenced in the Company's "Employee Handbook" or distributed in another manner and incorporated by reference herein. The Employees shall be a full-time employee of the Company and will devote his/her professional energies entirely towards the conduct of his/her duties under his/her employment with the Company.
- 4.4** The Employee expressly acknowledges and agrees that the Employee shall work on the express or implied instructions of the Company and on behalf of the Company in respect of any work that the Employee may conduct either on the premises of the Company or otherwise, whether during regular business hours or outside such hours.
- 4.5** During his/her employment with the Company, the Company may assign the Employee to work on an engagement outside of India (a "Foreign Assignment"). It is the expectation of the Company that upon completion of the Foreign Assignment and as directed by the Company, the Employee would return to India and remain an employee of the Company. If the Employee fails to abide by the Company's request to return to India or fails to continue his/her employment with the Company for at least six months following completion of his/her Foreign Assignment, the Employee agrees to pay the Company on demand an amount equal to (i) Rs.5,00,000 or (ii) such other amount as may be determined by the Company on its sole discretion and communicated to the Employee on or prior to the commencement of his/her Foreign Assignment. It is expressly agreed by the Employee that he/she shall execute a Service Agreement with the Company in the event of a Foreign Assignment.
- 4.6** The Employee shall be responsible for protecting any property of the Company or its Clients entrusted to the Employee in the due discharge of his/her duties and shall indemnify the Company for any loss or damage caused in respect of such property.
- 4.7** The Agreement and its continuance shall be subject to:
- 4.7.1 References being cleared
 - 4.7.2 The Employee being found medically fit by a registered medical practitioner
 - 4.7.3 The Employee submitting mark sheets and certificates in respect of all educational qualifications.
 - 4.7.4 Release letter from the Employee's previous employer
- 4.8** Employee shall not, under any circumstances, undertake any business or personal interests that interferes or may interfere with his/her responsibilities hereunder or which may entail any use of the Company's resources and/or assets.
- 4.9** The Employee undertakes:
- 4.9.1 that he/she shall strictly adhere to the timings of work and holidays as notified by the Company from time to time.
 - 4.9.2 to maintain discipline at the workplace;
 - 4.9.3 not to remain absent from work without proper authorization;
 - 4.9.4 not to use the Company's stationary, telephones or other infrastructure for his/her personal use;
 - 4.9.5 not to perform, either directly or indirectly, any act that may bring disrepute to the Company;

- 4.9.6 to follow the Code of Business Ethics Policy as may be prescribed by the Company from time to time and as referenced on the Company's Employee Handbook that he/she shall comply with all such guidelines and policies as may be notified by the Company from time to time;
 - 4.9.7 that he/she shall comply with the Insider Trading Policy as referenced on the Company's internal website;
 - 4.9.8 to promote the interests and welfare of the Company;
 - 4.9.9 The Employee agrees to comply with the Company's policies, which include those related to non-discrimination, sexual harassment, confidentiality, and inside information.
- 4.10** The Employee expressly agrees that he/she shall, under all circumstances, adhere to any obligation, which may not be specifically mentioned in this Agreement but is essential for the proper governance and conduct of business by the Company.

5 CONFIDENTIALITY & NON-DISCLOSURE

- 5.1** The Employee recognizes that during the course of his/her Employment, he/she would be provided with or has access to the Information and other proprietary information of the Company and of its Clients, customers, vendors and Affiliates. It is a condition of employment not to disclose, directly or indirectly, to any person or persons, at any time, any or proprietary information or information relating to the affairs of the Company or any related or affiliated company or Client except as may be necessary to disclose such information while carrying out the normal duties for the Company. In this regard, the Employee agrees to undertake all necessary and reasonable actions to maintain the confidentiality of the Information that he/she has access to. The Employee agrees that such Information is provided to him/her in trust and the breach of the same shall amount to a breach of trust under applicable laws.
- 5.2** The Employee expressly undertakes not to divulge or communicate to any person (unless required by law or by any regulation or by any governmental authorities or with proper authority, and in such case, only with prior notice to the Company) at any time, or use or exploit, for any purpose other than as contemplated under this Agreement, the Information of the Company which the Employee may receive or obtain and the Employee shall use his/her best efforts to prevent any other person, who is not expressly authorized by the Company, from doing so.
- 5.3** From and after signing of this Agreement, the Employee shall not (nor will assist any other person or entity to do so) at any time, reveal, report, publish or disclose the Information to any person not expressly authorized by the Company in writing to receive such information.

6 INTELLECTUAL PROPERTY

- 6.1** All Innovations, process improvement, operational improvement or other processes/methods, likely to result in more efficient operation of any of the activities of the Company made by the Employee either alone or jointly with any other person(s) during his/her employment with the Company shall become the sole and absolute property of the Company and the Company shall own all the proprietary and Intellectual Property rights in such Innovations.
- 6.2** It is also expressly agreed by the Employee that, all research and development activities conducted by the Employee, whether at the Company's site/s or otherwise or on deputation, whether during regular business hours or outside such hours, either alone or jointly with any other person(s) during his/her employment with the Company shall become the sole and absolute property of the Company and the Company shall own all the proprietary and Intellectual Property rights in such activities
- 6.3** The Employee shall disclose to the Company all Innovations, made by the Employee either alone or jointly with any other person(s) during his/her employment with the Company, while the Employee is in service of the Company. In the event, the Employee fails, either deliberately or accidentally, to disclose such Innovations to the Company the Employee shall be deemed to commit a breach of this Agreement and shall be solely liable for the consequences arising from such a breach.
- 6.4** The Employee shall take such steps as may be necessary to obtain protection of the Intellectual Property rights of all Innovations made by the Employee either alone or jointly with any other person(s) during his/her employment with the Company, both in India and elsewhere at the request and at the expense of the Company. The Employee recognizes and acknowledges that all such Innovations and other work done or developed by him/her are "work for hire" and therefore, the Employee shall, at the expense of the Company, assign absolutely, beneficially and irrevocably all such proprietary and Intellectual Property rights in such Innovations or other work to the Company by executing all such agreements as required by the Company. Further, the Employee shall do all such acts as may be necessary to ensure that the ownership of all such proprietary and Intellectual Property rights vest solely in the Company.
- 6.5** To the extent, the Company would not automatically own all such proprietary and Intellectual Property rights in such Innovations, the Employee hereby irrevocably assigns, on a worldwide and perpetual basis, all such proprietary and Intellectual Property rights in such innovations to the Company.
- 6.6** The Company claims and reserves all rights and benefits afforded under Indian and International Copyright laws in all software programs, reports, or any other intellectual property included in any Information as copyrighted works. The software programs or reports or any such work may under no circumstances be copied, decompiled, reverse-engineered or reverse-compiled by the Employee without the Company's written consent.
- 6.7** The Employee expressly agrees to hereby irrevocably transfer and assign, to the Company, and waive and agree never to assert, all moral rights, the Employee may have in or with respect to any Innovations, work, documentation, designs and materials and Intellectual Property, whether protected under law or not.
- 6.8** The Employee shall not make any copies of third party software purchased and/or put to use by the Company and shall not make copies of any manual, books, etc. without the express approval from the Company.

7 NON-COMPETE AND NON-SOLICIT

- 7.1** The Employee shall not at any time within the two (2) year period (hereafter called the "Restricted Period"), immediately following the termination of this Agreement, either directly or indirectly, render similar services to any of the person or entity who is a direct competitor of the Company.
- 7.2** During the Restricted Period the Employee shall not compete with the Company in any other manner whatsoever.
- 7.3** The Employee agrees that during the period of his/her employment by the Company and for two (2) year after the date of termination of his/her employment with the Company, he/she will not solicit any business that is competitive with the Company from any client or customer of the Company (other than on behalf of the Company). The Employee agrees that he/she will not, either in his/her individual capacity or on behalf of or through any other entity, either directly or indirectly, hire, engage, recruit or participate in any way in the hiring, engagement or recruitment of, or participate in any effort to hire or solicit, any current or future employees of the Company or any subsidiary thereof during the period of his/her employment with the Company and for a period of two (2) year from the date of termination of his/her employment with the Company, without the prior written consent of the Company.
- 7.4** The Employee hereby acknowledges that the restrictions set forth in this clause will not prevent the Employee from earning a livelihood after the Employee leaves the Company's employment, but merely prevent unfair competition against the Company for the Restricted Period.

8 COMPANY POLICIES

- 8.1** The Employee shall comply with all provisions of the Code of Business Ethics Policy, Insider Trading Policy, Anti-Harassment Policy, confidentiality of Protected Information Policy, Disclosure Policy, Foreign Corrupt Practice Act Policy and other policies of the Company as referenced on the Company's Employee Handbook or distributed in another manner, which may be amended from time to time.

9 REPRESENTATIONS

- 9.1** The Employee hereby represents that he/she has the necessary qualifications and expertise for performing his/her duties and obligations hereunder.
- 9.2** The Employee represents to the Company that he/she is not subject to or a party to any employment agreement, non-competition covenant, non-solicitation covenant, understanding or restriction which would prohibit the Employee from executing this Agreement and performing fully his/her duties and responsibilities hereunder, or which would materially limit or affect the duties and responsibilities which may now or in the future be assigned to the Employee by the Company.
- 9.3** The Employee represents that he/she has disclosed all material and relevant information, which may either affect his/her employment with the Company currently or in the future or may be in conflict with the terms of the employment with the Company, either directly or indirectly. It is expressly agreed by the Employee that if, at any time during the employment, the Company becomes aware that the Employee has suppressed any material or relevant information required to be disclosed by the Employee, the Company reserves the right to forthwith terminate the employment without any notice and without any obligation or liability to pay any remuneration or other dues to the Employee irrespective of the period that the Employee may have been employed by the Company.
- 9.4** The Employee hereby represents that all the contents of his/her resume, testimonials, references, previous employment details and other information furnished by him/her are true and accurate. If any of the above particulars are found to be incorrect or misleading in any way, the Company shall have the right to terminate his/her employment forthwith, as a misconduct on his/her part.

10 INDEMNITIES

- 10.1 The Employee hereby undertakes to indemnify and keep indemnified the Company from and against any claims by third parties that may arise as a result of breach by the Employee of any of the obligations owed to such third parties by the Employee.
- 10.2 The Employee agrees to indemnify and keep indemnified the Company from and against any loss or damage occasioned by any misrepresentation by the Employee or for breach of any of the terms and conditions of this Agreement.
- 10.3 The Employee agrees to indemnify and keep indemnified the Company from and against any claims as to loss or for damages made by any third party for any acts done by the Employee in his/her personal capacity.

11 TERM AND TERMINATION

- 11.1 The Company shall be entitled to terminate the Employee's services without any notice on any of the following grounds:
 - 11.1.1 If the Employee remains absent from the workplace without proper authorization for a continuous period of five (5) days or on frequent occasions;
 - 11.1.2 If the Employee is absconding from the organization;
 - 11.1.3 If the Employee has been found guilty of negligence during the course of his/her employment or is found guilty of misconduct;
 - 11.1.4 If the Employee does not maintain discipline, carry out the tasks assigned and does not follow instructions of superiors;
 - 11.1.5 If the Employee does any act that may bring disrepute to the Company;
 - 11.1.6 If the Employee succumbs to a physical or mental disability that prevents the Employee from effectively carrying out his/her duties;
 - 11.1.7 If the Employee commits any fraud or misappropriation of Company's assets or funds;
 - 11.1.8 If the Employee commits any legal violation which shall expose the Company to any governmental and legal obligations;
 - 11.1.9 If the Employee is found guilty of sexual harassment and misbehavior of the opposite sex;
 - 11.1.10 If the Employee commits any breach of the provisions of this Agreement or of any policy or direction of the Company.
 - 11.1.11 If the Employee engages in any conduct, whether as part of or outside his/her employment which brings disrepute to the Company.
- 11.2 Absconding is strictly prohibited and will result in legal action. The employee will be liable to pay liquidated damages equivalent to their notice period salary to compensate for the sudden disruption of work. Absconding is a serious violation of company policy and may lead to termination of employment, withholding of pending dues, and other legal consequences. Return of all company property is mandatory upon absconding.
- 11.3 This Agreement and the Employee's employment hereunder shall automatically terminate upon the Employee's death;
- 11.4 Notwithstanding anything aforesaid, termination by the Employee shall be subject to the conditions mentioned in Employee Handbook and satisfactory completion of all the existing duties, obligations and projects undertaken by the Employee.

12 CONSEQUENCES OF TERMINATION

- 12.1** On the termination of this Agreement, the Employee shall forthwith return to the Company all Information and all other properties and materials of the Company which are in the possession of the Employee. In this regard, the Employee expressly agrees that he/she shall not retain copies of the any of the Information of the Company.
- 12.2** On the Employee returning, all the Information and all other such properties and materials in his/her possession to the Company, the Company shall forthwith return original documents, if any, submitted by the Employee to the Company at the time of execution of this Agreement.
- 12.3** In the event of termination of this Agreement, if there are any monies payables by the Employee to the Company, the same shall be adjusted against any money due to the Employee from the Company, in addition to any other remedies available to the Company to collect such amounts.
- 12.4** All provisions under Clauses 5, 6, 7, 8, 10 and any other clause, which, due to their very nature, shall survive the termination of this Agreement.

13 ARBITRATION

In the event of any controversy, dispute or claim arising out of or related to this Agreement or the Employee's employment by the Company, the Parties shall negotiate in good faith in an attempt to reach a mutually acceptable settlement of such dispute.

The Employee agrees that the discussion shall be held in the spirit of resolution of the issues that have arisen between them with the intention of resolving the issues amicably as soon as possible.

If negotiations in good faith do not result in a settlement of any such controversy, dispute or claim, it shall be finally settled by arbitration to be held in New Delhi under the Arbitration and Conciliation Act, 1996. The arbitration proceedings shall be conducted in the English language. The Company and the Employee shall pay one-half of the costs and expenses of such arbitration and each Party shall pay their own counsel fees and expenses. The Employee shall choose a single arbitrator out of a list of three arbitrators provided by the Company. None of the three arbitrators shall have had a previous relationship with the Company except as an arbitrator of other employee disputes.

The Company reserves the right to approach a court of competent jurisdiction for any injunctive or equitable relief that may be required by it.

14 TRAINING AND EMPLOYEE BOND

- 14.1** In the event the Company incurs substantial expenses in order to provide you with training, work experience or otherwise significantly improves your skills and capabilities, ("Knowledge Transfer") you agree that the Company shall be entitled to reasonably recoup the benefits of such expenses through your continued employment with the Company for a minimum period.
- 14.2** Accordingly, in consideration for the provision of such Knowledge Transfer, the Company shall require you to sign an Employee Bond, whereby you agree that should you terminate your employment with the Company or be terminated for cause by the Company prior to the minimum period, you shall pay back such reasonable expenses incurred by the Company in this regard.

15 CORRUPT PRACTICES

- 15.1** During the period that Employee is employed by the Company, Employee shall not, either on behalf of the Company or in the pretext thereof, offer any Government Officer any consideration for the performance of any assessment or decision that may be favorable to the Company, other than the legally acceptable, official and Company approved consideration.
- 15.2** A "Government Officer" includes any person working in or acting on behalf of any person working in any organization that is part of a government of any country or which is wholly or partially controlled by such government or which exercises any quazi-government function.
- 15.3** During the period that Employee is employed by the Company, Employee shall not, either while acting on behalf of the Company or in the pretext thereof, accept from any person or entity, any consideration for any assessment or decision that may be favorable to that person or entity. Such consideration shall include any item or conduct that may be of value such as a gift, bribe, payment, performance, favor, etc.
- 15.4** Special Requirements
- 15.4.1 Employee acknowledges that in view of the Company's intention to conduct business and service customers all over the world, Employee shall conform to such additional practices as may be required by the Company.
- 15.4.2 Such practices may include:
- 15.4.2.1 A requirement to obtain end use statements from customers of products or services of the Company;
- 15.4.2.2 A prohibition on export of certain goods and services to certain countries or to parties who may be so notified by the Company;
- 15.5** Special requirements prescribed by customers of the Company, including relating to standards for the protection of information and assignment of intellectual property.

16 GENERAL

16.1 Entire Agreement

This Agreement supersedes all prior agreements and any terms and conditions entered into by both Parties except for a) Designation as referred to in Clause 2.1, b) Compensation as referred to in Clause 3.1, and c) any outstanding equity grant agreements which are governed by terms of the written equity agreements. Subject to the applicability of Company policies referred to elsewhere in this Agreement, this Agreement shall constitute the entire understanding between the Parties hereto relating to the subject matter thereof, and there are no oral statements, representations, warranties, undertakings or agreements between the Parties except as provided herein.

16.2 Assignment

The Employee shall not assign his/her rights or delegate his/her duties under this Agreement either in whole or in part, which is other than in the normal discharge of duties. Any attempted assignment or delegation by the Employee shall constitute a breach of the obligations of the Employee under this Agreement.

16.3 Waiver

The Company may exercise a right, power of remedy at its discretion and separately or concurrently with another right, power or remedy. No failure or delay on part of the Company hereto exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other rights, powers or privileges by the Company.

16.4 Severability

Each section of this Agreement is severable. If any provision is held unenforceable by a court of competent jurisdiction, such ruling shall not impair any other provision that remains intelligible and all other provisions shall continue in effect.

16.5 Proper Counsel

The Employee hereby expressly agrees to all the terms and conditions under the Agreement and also warrants that he/she has understood the Agreement in full and the consequences arising from it.

16.6 References

Any reference in this Agreement to one gender shall be construed to include the other gender.

16.7 Breach of terms

In case of breach in the terms of Clause no.5, 6, 7 & 8 and their sub-clauses, if the Company obtains an order or direction from the court restraining from continuing the breach, the Restricted Period shall be extended by a period of 12 (twelve) months from the date of implementation of such order or direction.

16.8 Injunctive Relief

The Employee agrees that the Company shall be entitled to preliminary and permanent injunctive and equitable relief, without the necessity of proving actual damages arising from any violation of Clauses 5,6,7 or 8 above, which rights shall be cumulative and in addition to any other rights or remedies to which the Company may be entitled. In the event that any of the provisions of Clauses 5,6,7 or 8 above should ever be adjudicated to exceed the time or other limitations permitted by applicable law in any jurisdiction, then such provisions shall be deemed reformed in such jurisdiction to the maximum time or other limitations permitted by applicable law.

16.9 Remedies

If the Employee breach any of the provisions mentioned in Clause 5, 6, 7 & 8 and their sub-Clauses, the Company shall have the right and remedies of "Specific Performance" (mentioned below), which shall be in addition to, and not in lieu of, any other rights and remedies available to the Company under law.

16.10 Specific Performance

The right and remedy to have the Restrictive Covenants specifically enforced to have any actual or threatened breach thereof enjoined by any court having jurisdiction, all without the need to post a bond or another security or to prove any amount of actual damage or that money damages would not provide an adequate remedy, it being acknowledged and agreed that any such breach will cause irreparable injury to the Company and that monetary damages alone will not provide an adequate remedy to the Company.

16.11 Miscellaneous

All section headings are for convenience only. This Agreement may be executed in several counterparts, each of which is an original.

17 GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of Republic of India and jurisdiction limited to, subject to clause 13 above, the courts at Pune.

IN WITNESS HEREOF, the Parties have executed this Agreement as of the date above written.

Allied Analytics LLP

The Employee: **Siddhi Mahadev Sapkal**



Name: Vijay Singh
Title: General Manager - HR
Date: **4th July 2023**

Name:
Date:

Witness

Name:
Date:

APPENDIX A
INDIA EMPLOYMENT AGREEMENT



Allied Analytics LLP.

Office No. 102D & E, 2nd Floor,
A-3 Building E space IT park,
Pune Nagar Road, Pune 411014, Maharashtra, India

Employee: **Siddhi Mahadev Sapkal**
Designation: **Secondary Research Associate**
Commencement Date: **4th July 2023**

Annual Salary Cost to Company (CTC): **INR 2,60,000/- per annum**

The above listed CTC amount includes the Employee's and the Employer's portion of any contributions to current and future mandatory schemes and benefits (including an Employee Provident Fund), which will be deducted from the Employee's salary. The detailed breakup of your Salary Structure is mentioned in Appendix B.

Annual Holidays: In addition to local national holidays, you are entitled to annual paid holidays per calendar year in accordance with the statutory rules and Allied Analytics LLP policy in this regard.

Benefits: You are eligible to participate in the Company's standard benefit plans, including medical insurance and accidental insurance. Subject to the terms & conditions of such scheme(s) from time to time in force. Details of these scheme(s) can be obtained from the Human Resources Department.

The Company reserves the right to terminate its participation in any of the scheme(s) or substitute another scheme(s), or alter the benefits available to you under any scheme(s). If a scheme provider refuses for any reason (whether under its own interpretation of the terms of the relevant insurance policy or otherwise) to provide the relevant benefit(s) to you under the applicable scheme, the Company shall not be liable to provide, or compensate for the loss of such benefit(s).

APPENDIX B

SALARY PARTICULARS APPLICABLE TO MS. SIDDHI MAHADEV SAPKAL

Compensation Component		Monthly	Annual
Earnings	Basic + DA	10,775.00	129,300.00
	HRA	3,351.00	40,212.00
	Canteen Allowance	1,500.00	18,000.00
	Attendance Allowance	500.00	6,000.00
	Other Allowance	627.00	7,524.00
Gross		16,753.00	201,036.00
Employee Deductions	Employee PF	1,368.00	16,416.00
	ESIC	126.00	1,512.00
Net		15,259.00	183,108.00
Employer Deductions	Employer PF	1,368.00	16,416.00
	ESIC	527.00	6,324.00
	Gratuity*	518.00	6,216.00
	Retention Bonus**		20,000.00
	Employee Welfare Fund		10,000.00
CTC		2,60,000.00	

**Employees will be eligible to receive gratuity payout on exit, provided he / she has rendered continuous service with the organization per the Payment of Gratuity Act 1972.*

*** Performance/Retention Bonus if applicable is paid upon completion of a year & will not be applicable there on.*

Your salary will be reviewed in accordance with the Company's remuneration policy. The Company will however not be obliged to make any increase in salary upon such review. All statutory requirements of tax to be deducted at source by the Company will be complied with by the Company and all funds paid to you will be after all such appropriate deductions have been made there from.

***Please note that Your compensation information is highly confidential, you are requested to keep it that way.**



JSPM JSCOPR <jscoprtpo@gmail.com>

Fwd: Offer for position of Management Trainee

3 messages

Vaishnavi Kachare <vaishnavikachare0069@gmail.com>
To: jscoprtpo@gmail.com

Tue, Aug 22, 2023 at 8:43 AM

----- Forwarded message -----

From: **Vaishnavi Kachare** <vaishnavikachare0069@gmail.com>
Date: Sat, 19 Aug, 2023, 1:35 pm
Subject: Re: Offer for position of Management Trainee
To: IMAEC HR <hr@imaec.co.in>

Thank you for giving me an opportunity to work in your esteemed organisation. I hereby formally accept the position of management trainee with IMAEC LIMITED / Pune . I am very excited to join the team and contribute to the company Success.

I would request you to extend my date of Joining from 21 August to 23 August. I will be grateful to you if you will consider my request. Thanks for understanding my situation.

Yours sincerely

Vaishnavi Kachare.

On Fri, 18 Aug, 2023, 6:54 pm IMAEC HR, <hr@imaec.co.in> wrote:

Congratulations Ms. Vaishnavi Kachare,

In reference to your application and the subsequent interview with us, we are pleased to offer you the position of “**Management Trainee**” for one year in our organization, with the remuneration given below You will be reporting to Ms. Janhavi Tamhankar (Dy. Manager Export Sales) and you will be located at Hinjewadi.

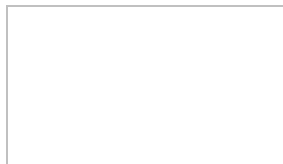
You are required to acknowledge this offer as your acceptance and you will be expected to join us on 21 August 2023.

Detailed appointment letters, Role and Responsibility Matrix, and term sheet as per discussion will be provided 15 days after your joining.

Salary Heads	Monthly	Annually
Basic Salary + D.A.	14,400.00	1,72,800.00
House Rent Allowance	5,760.00	69,120.00
Conveyance & Medical Reimbursement	2,160.00	25,920.00
Vehicle Allowance	500.00	6,000.00
News Paper Allowance	400.00	4,800.00
Children Education Allowance	288.00	3,456.00

Leave Travel Allowance	500.00	6,000.00
Uniform Allowance	500.00	6,000.00
Special Allowance	952.00	11,424.00
Gross Salary (A)	25,460.00	3,05,520.00
Annual Retiral Benefits		
PF (Co. Contr.)	1,800.00	21,600.00
ESIC (Co. Contr.)	0.00	0.00
Total Annual retiral (B)	1,800.00	21,600.00
Annual Paid Components		
Bonus / Ex-Gratia	1,540.00	18,480.00
Total Annual Components (C)	1,540.00	18,480.00
Net Salary (In hand without Taxes)	25,000.00	
CTC	28,800.00	3,45,600.00

Thanks & Regards,



Vinayak Shintre

+91 92090 61816

AGM - HR & Administration admin@imaec.co.in

IMAEC LIMITED

GAT No. 236/3 and 237, Plot No 4, Factory Shed, No 4,

Hinjewadi Phase 1 Rd, Pune, Maharashtra 411057

Visit us at: www.imaecmedntek.com

2 attachments



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14K



image001.png
14K

Shipali Gowardipe <shipaligowardipe24@gmail.com>
To: "jscoprtpo@gmail.com" <jscoprtpo@gmail.com>

Tue, Aug 22, 2023 at 8:58 AM

----- Forwarded message -----

From: **IMAEC HR** <hr@imaec.co.in>
Date: Fri, Aug 18, 2023, 6:59 PM
Subject: Offer for position of Management Trainee
To: shipaligowardipe24@gmail.com <shipaligowardipe24@gmail.com>
Cc: Vinayak Shintre <admin@imaec.co.in>

Congratulations Ms. Shipali Gowardipe,

In reference to your application and the subsequent interview with us, we are pleased to offer you the position of **"Management Trainee"** for one year in our organization, with the remuneration given below You will be reporting to Manager Export Sales and you will be located at Hinjewadi.

[Quoted text hidden]

2 attachments



image001.png
14K



image001.png
14K

JSPM JSCOPR <jscoprtpo@gmail.com>
To: Shipali Gowardipe <shipaligowardipe24@gmail.com>

Tue, Aug 22, 2023 at 9:10 AM

Thanks for mail

[Quoted text hidden]