



Letter of Intent (LOI)

November 02, 2021

Dear Kruthik Madhavan,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be **INR 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. This amount may vary depending on individual and Cognizant's performance. You are also eligible for an One-time Skill Bonus* of **INR 25,000/-**. The detailed information on compensation and benefits will be provided in your Offer Letter.

***One-time Skill Bonus** will be based on the technical competency demonstrated thru skill based assessment, Interview and GenC Training post joining/Internship.

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Use Superset ID as Candidate ID and choose Category as Letter of Intent (LOI).

<https://campus2cognizant.cognizant.com/Pages/Prelogin>

Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Nandha Kumar,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Sai Prasanth,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Shameer Ahamed,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Reman Royal,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be **INR 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. This amount may vary depending on individual and Cognizant's performance. You are also eligible for an One-time Skill Bonus* of **INR 25,000/-**. The detailed information on compensation and benefits will be provided in your Offer Letter.

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Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Shaik Mafid,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

Your annual total remuneration will be **INR 401,988/-**. This includes an annual incentive target of **INR 22,500/-**. This amount may vary depending on individual and Cognizant's performance. You are also eligible for an One-time Skill Bonus* of **INR 25,000/-**. The detailed information on compensation and benefits will be provided in your Offer Letter.

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Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Zaaid Ali,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Thank you for the interest and stay tuned to hear from us.

Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources

AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear Ezhilarasan,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.


We welcome you to Aquity Solutions, and we are confident that you will enjoy being a part of it, as much as we shall cherish our association with you. This Offer Letter confirms your total emoluments and other terms of your employment, which if accepted by you, will be as follows:

1. Your Annual Cost to the company (CTC) shall be **Rs. 400000/- only (Rupees Four Lakh only)** and the same will be structured as per the attached Annexure I.
2. You shall join us on or before **14-Sep-2022** failing which the offer will be void.
3. This Offer Letter and your employment with Aquity Solutions shall be subject to satisfactory Background Verification Report as per the Company's process.
4. Your employment with Aquity Solutions will be governed by your Appointment Letter, which will be issued to you at the time of your joining.
5. Your services with the Company will be subject to a probation period of three (3) months from the date of your joining, during which period your performance would be monitored and evaluated prior to confirming your services with the Company.
6. The terms of this Offer Letter are valid for seven (7) days from the date of this letter. If we do not receive your acceptance of this offer, the terms of this letter and this offer will be deemed to have been rejected by you unless otherwise communicated to you by the Company in writing.
7. Please provide all the documentation as listed in Annexure II, on or before joining the Company.
8. To indicate your acceptance of this Offer Letter, please sign and return a duplicate copy of this letter.

We look forward to hear from you regarding your decision to join Aquity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____

Date: 05th Sep'2022

SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

Aquity Solutions India Private Limited (CIN U72900MH1999PTC120346)

(Formerly Known as MModal Global Services Private Limited)

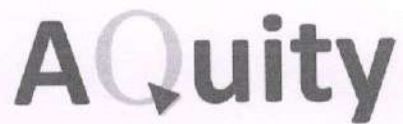
Registered Office: 1st Floor, Unit No. 103, Reliable Plaza, Plot No. K 10, Kalwa Industrial Area, Village- Elthen,

Taluka & Dist. Thane, Airoli, Navi Mumbai, Maharashtra - 400 708. India. Tel: +91-22-3307 7000 Fax: +91-22-3307 7076

www.aquitysolutions.com



An ISO 9001:2015 Certified Company



Annexure II

List of required documents and/or information to be provided on or prior to joining

1. 8 passport size copies of your recent photograph.
2. Self-attested copies of all educational and professional certificates.
3. Self-attested copy of document in support of your age (Birth Certificate/10th Mark Sheet/Passport Copy).
4. Self-attested copy of document in support of your address (Passport Copy/License Copy etc.).
5. Self-attested copy of your PAN Card.
6. Self-attested copy of your Aadhaar Card or the receipt of Aadhaar enrollment.
7. Self-attested copy of Relieving and Experience Letter issued by your previous employer.
8. Self-attested copy of your last three (3) months' Salary Slip or Salary Certificate and Form 16 or Tax Deduction certificate from your previous employer.
9. Your PF UAN (Universal Account Number) along with a self-attested photocopy of UAN Card (Available on UAN Member Portal).
10. Your Provident Fund and Family Pension fund account numbers (details in case it is a private trust).
11. If you are eligible for ESIC as per your Compensation Plan, please provide a self-attested copy of your ESIC card or Form 1 Declaration.
12. Recent Medical Fitness Certificate from a recognized Medical Practitioner (not more than a week older on the date of joining).



Letter of Intent (LOI)

November 02, 2021

Dear Mohammed Shuhaib,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Monisha,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("**Cognizant**") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources



Letter of Intent (LOI)

November 02, 2021

Dear Nandhini,

This LOI refers to your application for employment with Cognizant Technology Solutions India Private Limited ("Cognizant") and subsequent discussions. Basis the information and representation provided by you, we are pleased to inform you that we have found you suitable for the role you applied and your designation will be **Programmer Analyst Trainee**. Upon final scrutiny, a formal Offer Letter with the compensation, terms and conditions, rules, regulations & policies ("Employment Agreement") will be issued.

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Yours sincerely,

For **Cognizant Technology Solutions India Pvt. Ltd.**

Maya Sreekumar

Vice President - Human Resources

AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear Hari Prasath,

Based on your interview with us, we are pleased to extend you an offer to join AQuity Solutions India Private Limited (hereinafter referred to as "the Company" or "AQuity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

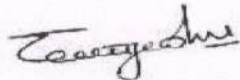
We welcome you to AQuity Solutions, and we are confident that you will enjoy being a part of it, as much as we shall cherish our association with you. This Offer Letter confirms your total emoluments and other terms of your employment, which if accepted by you, will be as follows:

1. Your Annual Cost to the company (CTC) shall be **Rs. 400000/- only (Rupees Four Lakh only)** and the same will be structured as per the attached Annexure I.
2. You shall join us on or before **14-Sep-2022** failing which the offer will be void.
3. This Offer Letter and your employment with AQuity Solutions shall be subject to satisfactory Background Verification Report as per the Company's process.
4. Your employment with AQuity Solutions will be governed by your Appointment Letter, which will be issued to you at the time of your joining.
5. Your services with the Company will be subject to a probation period of three (3) months from the date of your joining, during which period your performance would be monitored and evaluated prior to confirming your services with the Company.
6. The terms of this Offer Letter are valid for seven (7) days from the date of this letter. If we do not receive your acceptance of this offer, the terms of this letter and this offer will be deemed to have been rejected by you unless otherwise communicated to you by the Company in writing.
7. Please provide all the documentation as listed in Annexure II, on or before joining the Company.
8. To indicate your acceptance of this Offer Letter, please sign and return a duplicate copy of this letter.

We look forward to hear from you regarding your decision to join AQuity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____ Date: 05th Sep'2022
SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

Aquity Solutions India Private Limited (CIN U72900MH1999PTC120346)

(Formerly Known as MModal Global Services Private Limited)

Registered Office: 1st Floor, Unit No. 103, Reliable Plaza, Plot No. K 10, Kalwa Industrial Area, Village- Elthen,
Taluka & Dist. Thane, Airoli, Navi Mumbai, Maharashtra - 400 708. India. Tel: +91-22-3307 7000 Fax: +91-22-3307 7076

www.aquitysolutions.com



An ISO 9001:2015 Certified Company

Annexure II

List of required documents and/or information to be provided on or prior to joining

1. 8 passport size copies of your recent photograph.
2. Self-attested copies of all educational and professional certificates.
3. Self-attested copy of document in support of your age (Birth Certificate/10th Mark Sheet/Passport Copy).
4. Self-attested copy of document in support of your address (Passport Copy/License Copy etc.).
5. Self-attested copy of your PAN Card.
6. Self-attested copy of your Aadhaar Card or the receipt of Aadhaar enrollment.
7. Self-attested copy of Relieving and Experience Letter issued by your previous employer.
8. Self-attested copy of your last three (3) months' Salary Slip or Salary Certificate and Form 16 or Tax Deduction certificate from your previous employer.
9. Your PF UAN (Universal Account Number) along with a self- attested photocopy of UAN Card (Available on UAN Member Portal).
10. Your Provident Fund and Family Pension fund account numbers (details in case it is a private trust).
11. If you are eligible for ESIC as per your Compensation Plan, please provide a self-attested copy of your ESIC card or Form 1 Declaration.
12. Recent Medical Fitness Certificate from a recognized Medical Practitioner (not more than a week older on the date of joining).

AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear Harish,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

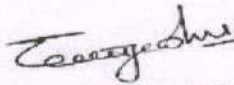
We welcome you to Aquity Solutions, and we are confident that you will enjoy being a part of it, as much as we shall cherish our association with you. This Offer Letter confirms your total emoluments and other terms of your employment, which if accepted by you, will be as follows:

1. Your Annual Cost to the company (CTC) shall be **Rs. 400000/- only (Rupees Four Lakh only)** and the same will be structured as per the attached Annexure I.
2. You shall join us on or before **14-Sep-2022** failing which the offer will be void.
3. This Offer Letter and your employment with Aquity Solutions shall be subject to satisfactory Background Verification Report as per the Company's process.
4. Your employment with Aquity Solutions will be governed by your Appointment Letter, which will be issued to you at the time of your joining.
5. Your services with the Company will be subject to a probation period of three (3) months from the date of your joining, during which period your performance would be monitored and evaluated prior to confirming your services with the Company.
6. The terms of this Offer Letter are valid for seven (7) days from the date of this letter. If we do not receive your acceptance of this offer, the terms of this letter and this offer will be deemed to have been rejected by you unless otherwise communicated to you by the Company in writing.
7. Please provide all the documentation as listed in Annexure II, on or before joining the Company.
8. To indicate your acceptance of this Offer Letter, please sign and return a duplicate copy of this letter.

We look forward to hear from you regarding your decision to join Aquity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____

Date: 05th Sep'2022

SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

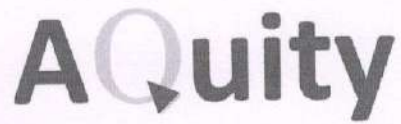
Aquity Solutions India Private Limited (CIN U72900MH1999PTC120346)

(Formerly Known as MModal Global Services Private Limited)
Registered Office: 1st Floor, Unit No. 103, Reliable Plaza, Plot No. K 10, Kalwa Industrial Area, Village- Elthen,
Taluka & Dist. Thane, Airoli, Navi Mumbai, Maharashtra - 400 708. India. Tel: +91-22-3307 7000 Fax: +91-22-3307 7076

www.aquitysolutions.com



An ISO 9001:2015 Certified Company



Annexure II

List of required documents and/or information to be provided on or prior to joining

1. 8 passport size copies of your recent photograph.
2. Self-attested copies of all educational and professional certificates.
3. Self-attested copy of document in support of your age (Birth Certificate/10th Mark Sheet/Passport Copy).
4. Self-attested copy of document in support of your address (Passport Copy/License Copy etc.).
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8. Self-attested copy of your last three (3) months' Salary Slip or Salary Certificate and Form 16 or Tax Deduction certificate from your previous employer.
9. Your PF UAN (Universal Account Number) along with a self-attested photocopy of UAN Card (Available on UAN Member Portal).
10. Your Provident Fund and Family Pension fund account numbers (details in case it is a private trust).
11. If you are eligible for ESIC as per your Compensation Plan, please provide a self-attested copy of your ESIC card or Form 1 Declaration.
12. Recent Medical Fitness Certificate from a recognized Medical Practitioner (not more than a week older on the date of joining).

September 05, 2022

Subject: Offer Letter

Dear Karthick,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

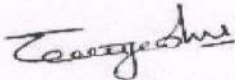
We welcome you to Aquity Solutions, and we are confident that you will enjoy being a part of it, as much as we shall cherish our association with you. This Offer Letter confirms your total emoluments and other terms of your employment, which if accepted by you, will be as follows:

1. Your Annual Cost to the company (CTC) shall be **Rs. 400000/- only (Rupees Four Lakh only)** and the same will be structured as per the attached Annexure I.
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We look forward to hear from you regarding your decision to join Aquity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____ Date: 05th Sep'2022
SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

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AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear LakshmiPriya,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

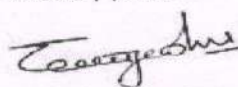
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7. Please provide all the documentation as listed in Annexure II, on or before joining the Company.
8. To indicate your acceptance of this Offer Letter, please sign and return a duplicate copy of this letter.

We look forward to hear from you regarding your decision to join Aquity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____
SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

Date: 05th Sep'2022

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AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear Dinesh,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

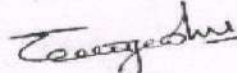
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8. To indicate your acceptance of this Offer Letter, please sign and return a duplicate copy of this letter.

We look forward to hear from you regarding your decision to join Aquity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____

Date: 05th Sep'2022

SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

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AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear Gadi Anusruthi,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

We welcome you to Aquity Solutions, and we are confident that you will enjoy being a part of it, as much as we shall cherish our association with you. This Offer Letter confirms your total emoluments and other terms of your employment, which if accepted by you, will be as follows:

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We look forward to hear from you regarding your decision to join Aquity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____

Date: 05th Sep'2022

SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

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AQuity

AQuity Solutions/ Chennai, India - Service Center- 3: SEZ / Medical Scribing

September 05, 2022

Subject: Offer Letter

Dear Gowsalya,

Based on your interview with us, we are pleased to extend you an offer to join AQuity Solutions India Private Limited (hereinafter referred to as "the Company" or "AQuity Solutions") as **Medical Scribe Trainee** at its office located at Chennai in the state of Tamil Nadu.

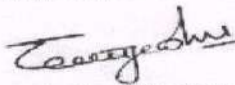
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We look forward to hear from you regarding your decision to join AQuity Solutions. You are expected to keep this offer strictly confidential. In case, you have anything you would like to discuss further, please feel free to get back to us on the same.

We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____
SYS/HR/F/1.3a Rev08/Date of issue-01-Jan-2020

Date: 05th Sep'2022

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September 05, 2022

Subject: Offer Letter

Dear Grace Evangalin,

Based on your interview with us, we are pleased to extend you an offer to join Aquity Solutions India Private Limited (hereinafter referred to as "the Company" or "Aquity Solutions") as **Medical Scribe Trainee** at its office located at **Chennai** in the state of Tamil Nadu.

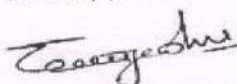
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We wish you a successful career and look forward to your joining us.

Sincerely yours,



Authorised Signatory

I hereby acknowledge and accept the terms and conditions of this Offer Letter. I further confirm that I shall join the Company on or before 05th Sep '2022

Accepted:

Signature: _____

Date: 05th Sep'2022

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6. Self-attested copy of your Aadhaar Card or the receipt of Aadhaar enrollment.
7. Self-attested copy of Relieving and Experience Letter issued by your previous employer.
8. Self-attested copy of your last three (3) months' Salary Slip or Salary Certificate and Form 16 or Tax Deduction certificate from your previous employer.
9. Your PF UAN (Universal Account Number) along with a self- attested photocopy of UAN Card (Available on UAN Member Portal).
10. Your Provident Fund and Family Pension fund account numbers (details in case it is a private trust).
11. If you are eligible for ESIC as per your Compensation Plan, please provide a self-attested copy of your ESIC card or Form 1 Declaration.
12. Recent Medical Fitness Certificate from a recognized Medical Practitioner (not more than a week older on the date of joining).

KA.AVIAN

KAAVIAN SYSTEMS PVT. LTD.
Khivraj Complex 3 - 1st Floor, 480 Anna Salai,
Nandanam, Chennai 600035, TN, India
t.+91446748 8100
www.kaaviansys.com
GIN: U72200TN2002PTC049894

Letter of Intent

April 07, 2022

Thanusha
Vels University
Chennai

Dear Thanusha,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

After successful completion of your training you will be paid a salary as indicated in the below table:

Revised Offer Letter will be given at the time.

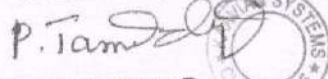
Duration	Salary Structure
7-12 Months	3 Lakh PA
13-18 Months	3 Lakh to 4 Lakh PA
19 Month onwards	4 Lakh to 5 Lakh PA

Post training, the trainee should agree to serve for a minimum period of 24 months and a legal bond will be executed regarding the same.

As a token of your acceptance, that you have read and understood this Letter of Intent, Please send in your signed acknowledgement copy to g.hr@kaaviansys.com confirming your interest in joining Kaavian systems.

Truly yours,

For Kaavian Systems Pvt. Ltd.


Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



KA.AVIAN

KAAVIAN SYSTEMS PVT. LTD.

Khivraj Complex 3 - 1st Floor, 480 Anna Salai,
Nandanam, Chennai 600035, TN, India

t.+91446748 8100

www.kaaviansys.com

GIN: U72200TN2002PTC049894

Letter of Intent

April 07, 2022

Pavithra
Vels University
Chennai

Dear Pavithra,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

After successful completion of your training you will be paid a salary as indicated in the below table:

Revised Offer Letter will be given at the time.

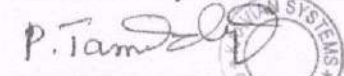

Duration	Salary Structure
7-12 Months	3 Lakh PA
13-18 Months	3 Lakh to 4 Lakh PA
19 Month onwards	4 Lakh to 5 Lakh PA

Post training, the trainee should agree to serve for a minimum period of 24 months and a legal bond will be executed regarding the same.

As a token of your acceptance, that you have read and understood this Letter of Intent, Please send in your signed acknowledgement copy to g.hr@kaaviansys.com confirming your interest in joining Kaavian systems.

Truly yours,

For Kaavian Systems Pvt. Ltd.



Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



November 01, 2021

Dear Krishnapriya,

Congratulations!! We are pleased to extend an offer of employment to join **Prodapt Solutions Private Limited**, herein referred as Prodapt, as **Associate Software Engineer** at of our offices in Chennai/ Bangalore/ Hyderabad, India.

As previously discussed with you during the interview process, this position is primarily for your employment in India, and both domestic and international travel may be expected from you. Your initial place of employment will be at any of our office location Chennai/ Bangalore/ Hyderabad, which shall be communicated closer to your joining date. However, we shall also reach out to you to understand your preferred work location within our Prodapt locations.

We would like you to start work tentatively by **July 01, 2022**, or earlier, may extend based on your successful completion of your final semester and with the receipt of your Professional Degree, if possible, and your employment conditions are as follows:

1. Salary: Your starting salary and allowances will be at the rate of **INR 375000** per annum, as identified in Schedule A;
2. This offer is valid for a period of five (5) days from the date of this letter within which period of time you must accept the same, in writing. **This offer is also conditional upon receipt of the documents listed below no later than the day your employment with the company commences.**

Please note that you must present the original documents for verification purposes:

- a. Signed copy of the hiring letter and Employment Agreement
- b. Permanent Account Number (PAN) card or copy of PAN application
- c. Relieving certificate from your former employer
- d. Duly attested copy of birth certificate/school leaving certificate for verification of personal data OR duly attested photocopy of the relevant pages of your passport evidencing details such as date of birth, place of residence, photograph, etc.
- e. Duly attested copies of academic and professional certificates
- f. One soft copy of passport size photo with white background
- g. Last pay slip drawn or compensation page from last employer
- h. Photocopies of passport



You must present a PAN card or a copy of PAN application in order to commence employment with Prodapt

Your acceptance of this letter requires that you begin employment within 3 days of acceptance. If for whatever reason you are unable to join within 3 days, you must contact the undersigned immediately to arrive at a mutually convenient date. Failure to accept the offer or failure to report to work in the stated or agreed timeline with the required documentation, as listed in item 2 above, will result in an automatic withdrawal of this offer and employment cannot commence unless changes to stated timeline are specifically approved by the undersigned.

Your employment is subject to the company rules, policies and regulations, which may be amended from time to time, at the sole discretion of Prodapt Solutions.

Prodapt's standard working week is 45 hours and will generally be between the hours of 9:15 am to 6:15 pm Monday to Friday, including 1 hour for lunch. As a professional, you will be expected to work the hours per week necessary for the successful conclusion of your assigned tasks and to meet all required deadlines.

Your individual compensation package is confidential between you and the company and should not be disclosed to any person or entity without the prior written consent of Prodapt.

Information relating to company secrets, inventions, Intellectual Capital, ideas, etc., is confidential and will be protected by you to safeguard Prodapt's business interests.

Your employment is conditional to your signing the detailed employment agreement that is attached with this offer letter. This consists of: Protection of company confidential information; non-compete and non-solicitation conditions; general terms and conditions relating to employment.

Any falsification of information you provide in your job application, or concealment of material facts, or disclosure of your employment terms to other employees either directly or indirectly shall result in immediate termination of your services.

Prodapt has the right to transfer your employment or services to any affiliate, group entity or any lawful transferee/assignee of Prodapt's business, subject to compliance with applicable laws.

Please notify Prodapt of your acceptance of the terms and conditions of this offer of employment as stated in the offer letter and employment agreement via email to your recruiter and the HR Team at dl-oba@prodapt.com.



On your first day of employment with us, you should also bring a signed copy of this letter and the employment agreement with you.

Prodapt is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,

DocuSigned by:
Pradeep Jumani
0D478315A23B40F...

Pradeep Jumani (e-sign)
Assistant Vice President - Human Resources

For and on behalf of Prodapt Solutions Pvt Limited

I accept the offer of employment at Prodapt Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: 12/3/2021

My proposed start date will be on: July 01, 2022

November 01, 2021

Dear Manoj Kumar,

Congratulations!! We are pleased to extend an offer of employment to join **Prodapt Solutions Private Limited**, herein referred as Prodapt, as **Associate Software Engineer** at of our offices in Chennai/ Bangalore/ Hyderabad, India.

As previously discussed with you during the interview process, this position is primarily for your employment in India, and both domestic and international travel may be expected from you. Your initial place of employment will be at any of our office location Chennai/ Bangalore/ Hyderabad, which shall be communicated closer to your joining date. However, we shall also reach out to you to understand your preferred work location within our Prodapt locations.

We would like you to start work tentatively by **July 01, 2022**, or earlier, may extend based on your successful completion of your final semester and with the receipt of your Professional Degree, if possible, and your employment conditions are as follows:

1. Salary: Your starting salary and allowances will be at the rate of **INR 375000** per annum, as identified in Schedule A;
2. This offer is valid for a period of five (5) days from the date of this letter within which period of time you must accept the same, in writing. **This offer is also conditional upon receipt of the documents listed below no later than the day your employment with the company commences.**

Please note that you must present the original documents for verification purposes:

- a. Signed copy of the hiring letter and Employment Agreement
- b. Permanent Account Number (PAN) card or copy of PAN application
- c. Relieving certificate from your former employer
- d. Duly attested copy of birth certificate/school leaving certificate for verification of personal data OR duly attested photocopy of the relevant pages of your passport evidencing details such as date of birth, place of residence, photograph, etc.
- e. Duly attested copies of academic and professional certificates
- f. One soft copy of passport size photo with white background
- g. Last pay slip drawn or compensation page from last employer
- h. Photocopies of passport



You must present a PAN card or a copy of PAN application in order to commence employment with Prodapt

Your acceptance of this letter requires that you begin employment within 3 days of acceptance. If for whatever reason you are unable to join within 3 days, you must contact the undersigned immediately to arrive at a mutually convenient date. Failure to accept the offer or failure to report to work in the stated or agreed timeline with the required documentation, as listed in item 2 above, will result in an automatic withdrawal of this offer and employment cannot commence unless changes to stated timeline are specifically approved by the undersigned.

Your employment is subject to the company rules, policies and regulations, which may be amended from time to time, at the sole discretion of Prodapt Solutions.

Prodapt's standard working week is 45 hours and will generally be between the hours of 9:15 am to 6:15 pm Monday to Friday, including 1 hour for lunch. As a professional, you will be expected to work the hours per week necessary for the successful conclusion of your assigned tasks and to meet all required deadlines.

Your individual compensation package is confidential between you and the company and should not be disclosed to any person or entity without the prior written consent of Prodapt.

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Your employment is conditional to your signing the detailed employment agreement that is attached with this offer letter. This consists of: Protection of company confidential information; non-compete and non-solicitation conditions; general terms and conditions relating to employment.

Any falsification of information you provide in your job application, or concealment of material facts, or disclosure of your employment terms to other employees either directly or indirectly shall result in immediate termination of your services.

Prodapt has the right to transfer your employment or services to any affiliate, group entity or any lawful transferee/assignee of Prodapt's business, subject to compliance with applicable laws.

Please notify Prodapt of your acceptance of the terms and conditions of this offer of employment as stated in the offer letter and employment agreement via email to your recruiter and the HR Team at dl-oba@prodapt.com.



On your first day of employment with us, you should also bring a signed copy of this letter and the employment agreement with you.

Prodapt is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,

DocuSigned by:
Pradeep Jumani

0D478315A23B40F...
Pradeep Jumani (e-sign)
Assistant Vice President - Human Resources

For and on behalf of Prodapt Solutions Pvt Limited

I accept the offer of employment at Prodapt Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: 12/3/2021

My proposed start date will be on: July 01, 2022

November 01, 2021

Dear Nambirajan,

Congratulations!! We are pleased to extend an offer of employment to join **Prodapt Solutions Private Limited**, herein referred as Prodapt, as **Associate Software Engineer** at of our offices in Chennai/ Bangalore/ Hyderabad, India.

As previously discussed with you during the interview process, this position is primarily for your employment in India, and both domestic and international travel may be expected from you. Your initial place of employment will be at any of our office location Chennai/ Bangalore/ Hyderabad, which shall be communicated closer to your joining date. However, we shall also reach out to you to understand your preferred work location within our Prodapt locations.

We would like you to start work tentatively by **July 01, 2022**, or earlier, may extend based on your successful completion of your final semester and with the receipt of your Professional Degree, if possible, and your employment conditions are as follows:

1. Salary: Your starting salary and allowances will be at the rate of **INR 375000** per annum, as identified in Schedule A;
2. This offer is valid for a period of five (5) days from the date of this letter within which period of time you must accept the same, in writing. **This offer is also conditional upon receipt of the documents listed below no later than the day your employment with the company commences.**

Please note that you must present the original documents for verification purposes:

- a. Signed copy of the hiring letter and Employment Agreement
- b. Permanent Account Number (PAN) card or copy of PAN application
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- d. Duly attested copy of birth certificate/school leaving certificate for verification of personal data OR duly attested photocopy of the relevant pages of your passport evidencing details such as date of birth, place of residence, photograph, etc.
- e. Duly attested copies of academic and professional certificates
- f. One soft copy of passport size photo with white background
- g. Last pay slip drawn or compensation page from last employer
- h. Photocopies of passport



You must present a PAN card or a copy of PAN application in order to commence employment with Prodapt

Your acceptance of this letter requires that you begin employment within 3 days of acceptance. If for whatever reason you are unable to join within 3 days, you must contact the undersigned immediately to arrive at a mutually convenient date. Failure to accept the offer or failure to report to work in the stated or agreed timeline with the required documentation, as listed in item 2 above, will result in an automatic withdrawal of this offer and employment cannot commence unless changes to stated timeline are specifically approved by the undersigned.

Your employment is subject to the company rules, policies and regulations, which may be amended from time to time, at the sole discretion of Prodapt Solutions.

Prodapt's standard working week is 45 hours and will generally be between the hours of 9:15 am to 6:15 pm Monday to Friday, including 1 hour for lunch. As a professional, you will be expected to work the hours per week necessary for the successful conclusion of your assigned tasks and to meet all required deadlines.

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Please notify Prodapt of your acceptance of the terms and conditions of this offer of employment as stated in the offer letter and employment agreement via email to your recruiter and the HR Team at dl-oba@prodapt.com.



On your first day of employment with us, you should also bring a signed copy of this letter and the employment agreement with you.

Prodapt is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,

DocuSigned by:
Pradeep Jumani
0D478315A23B40F

Pradeep Jumani (e-sign)
Assistant Vice President - Human Resources

For and on behalf of Prodapt Solutions Pvt Limited

I accept the offer of employment at Prodapt Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: 12/3/2021

My proposed start date will be on: July 01, 2022

November 01, 2021

Dear Prasanth,

Congratulations!! We are pleased to extend an offer of employment to join **Prodapt Solutions Private Limited**, herein referred as Prodapt, as **Associate Software Engineer** at of our offices in Chennai/ Bangalore/ Hyderabad, India.

As previously discussed with you during the interview process, this position is primarily for your employment in India, and both domestic and international travel may be expected from you. Your initial place of employment will be at any of our office location Chennai/ Bangalore/ Hyderabad, which shall be communicated closer to your joining date. However, we shall also reach out to you to understand your preferred work location within our Prodapt locations.

We would like you to start work tentatively by **July 01, 2022**, or earlier, may extend based on your successful completion of your final semester and with the receipt of your Professional Degree, if possible, and your employment conditions are as follows:

1. Salary: Your starting salary and allowances will be at the rate of **INR 375000** per annum, as identified in Schedule A;
2. This offer is valid for a period of five (5) days from the date of this letter within which period of time you must accept the same, in writing. **This offer is also conditional upon receipt of the documents listed below no later than the day your employment with the company commences.**

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- e. Duly attested copies of academic and professional certificates
- f. One soft copy of passport size photo with white background
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Please notify Prodapt of your acceptance of the terms and conditions of this offer of employment as stated in the offer letter and employment agreement via email to your recruiter and the HR Team at dl-oba@prodapt.com.



On your first day of employment with us, you should also bring a signed copy of this letter and the employment agreement with you.

Prodapt is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,

DocuSigned by:
Pradeep Jumani
0D478315A23B40F...

Pradeep Jumani (e-sign)
Assistant Vice President - Human Resources

For and on behalf of Prodapt Solutions Pvt Limited

I accept the offer of employment at Prodapt Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: 12/3/2021

My proposed start date will be on: July 01, 2022



November 01, 2021

Dear Logeshwaran,

Congratulations!! We are pleased to extend an offer of employment to join **Prodapt Solutions Private Limited**, herein referred as Prodapt, as **Associate Software Engineer** at of our offices in Chennai/ Bangalore/ Hyderabad, India.

As previously discussed with you during the interview process, this position is primarily for your employment in India, and both domestic and international travel may be expected from you. Your initial place of employment will be at any of our office location Chennai/ Bangalore/ Hyderabad, which shall be communicated closer to your joining date. However, we shall also reach out to you to understand your preferred work location within our Prodapt locations.

We would like you to start work tentatively by **July 01, 2022**, or earlier, may extend based on your successful completion of your final semester and with the receipt of your Professional Degree, if possible, and your employment conditions are as follows:

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You must present a PAN card or a copy of PAN application in order to commence employment with Prodapt

Your acceptance of this letter requires that you begin employment within 3 days of acceptance. If for whatever reason you are unable to join within 3 days, you must contact the undersigned immediately to arrive at a mutually convenient date. Failure to accept the offer or failure to report to work in the stated or agreed timeline with the required documentation, as listed in item 2 above, will result in an automatic withdrawal of this offer and employment cannot commence unless changes to stated timeline are specifically approved by the undersigned.

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Please notify Prodapt of your acceptance of the terms and conditions of this offer of employment as stated in the offer letter and employment agreement via email to your recruiter and the HR Team at dl-oba@prodapt.com.



On your first day of employment with us, you should also bring a signed copy of this letter and the employment agreement with you.

Prodapt is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,

DocuSigned by:
Pradeep Jumani
0D478315A23B40F...

Pradeep Jumani (e-sign)
Assistant Vice President - Human Resources

For and on behalf of Prodapt Solutions Pvt Limited

I accept the offer of employment at Prodapt Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: 12/3/2021

My proposed start date will be on: July 01, 2022



November 01, 2021

Dear Sridevi,

Congratulations!! We are pleased to extend an offer of employment to join **Prodapt Solutions Private Limited**, herein referred as Prodapt, as **Associate Software Engineer** at of our offices in Chennai/ Bangalore/ Hyderabad, India.

As previously discussed with you during the interview process, this position is primarily for your employment in India, and both domestic and international travel may be expected from you. Your initial place of employment will be at any of our office location Chennai/ Bangalore/ Hyderabad, which shall be communicated closer to your joining date. However, we shall also reach out to you to understand your preferred work location within our Prodapt locations.

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You must present a PAN card or a copy of PAN application in order to commence employment with Prodapt

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Prodapt has the right to transfer your employment or services to any affiliate, group entity or any lawful transferee/assignee of Prodapt's business, subject to compliance with applicable laws.

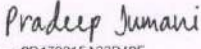
Please notify Prodapt of your acceptance of the terms and conditions of this offer of employment as stated in the offer letter and employment agreement via email to your recruiter and the HR Team at dl-oba@prodapt.com.



On your first day of employment with us, you should also bring a signed copy of this letter and the employment agreement with you.

Prodapt is a rapidly growing organization and we seek to attract and retain the most talented professionals whose contributions will make a significant difference in our success. We look forward to working with you.

Yours sincerely,

DocuSigned by:

0D478315A23B40F...
Pradeep Jumani (e-sign)
Assistant Vice President - Human Resources

For and on behalf of Prodapt Solutions Pvt Limited

I accept the offer of employment at Prodapt Solutions Private Ltd. on the terms and conditions described above.

Signature: _____ Date: 12/3/2021

My proposed start date will be on: July 01, 2022

KA.AVIAN

KAAVIAN SYSTEMS PVT. LTD.
Khivraj Complex 3 - 1st Floor, 480 Anna Salai,
Nandanam, Chennai 600035, TN, India
t.+91446748 8100
www.kaaviansys.com
GIN: U72200TN2002PTC049894

Letter of Intent

April 07, 2022

Vaishali
Vels University
Chennai

Dear Vaishali,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

After successful completion of your training you will be paid a salary as indicated in the below table:

Revised Offer Letter will be given at the time.

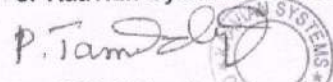
Duration	Salary Structure
7-12 Months	3 Lakh PA
13-18 Months	3 Lakh to 4 Lakh PA
19 Month onwards	4 Lakh to 5 Lakh PA

Post training, the trainee should agree to serve for a minimum period of 24 months and a legal bond will be executed regarding the same.

As a token of your acceptance, that you have read and understood this Letter of Intent, Please send in your signed acknowledgement copy to g.hr@kaaviansys.com confirming your interest in joining Kaavian systems.

Truly yours,

For Kaavian Systems Pvt. Ltd.


Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



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Letter of Intent

April 07, 2022

Vasanthan
Vels University
Chennai

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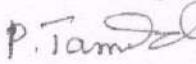

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Letter of Intent

April 07, 2022

Vibushini
Vels University
Chennai

Dear Vibushini,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

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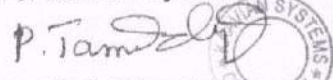
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Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



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GIN: U72200TN2002PTC049894

Letter of Intent

April 07, 2022

Vignesh
Vels University
Chennai

Dear Vignesh,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

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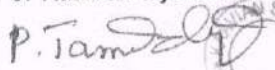
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Truly yours,

For Kaavian Systems Pvt. Ltd.


Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



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GIN: U72200TN2002PTC049894

Letter of Intent

April 07, 2022

Vigneshwaran
Vels University
Chennai

Dear Vigneshwaran,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

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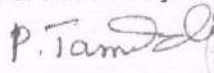

Duration	Salary Structure
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Truly yours,

For Kaavian Systems Pvt. Ltd.



Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



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GIN: U72200TN2002PTC049894

Letter of Intent

April 07, 2022

Vincent Joseph
Vels University
Chennai

Dear Vincent Joseph,

We are pleased to release this letter of intent that you have been provisionally selected as "Project Trainee".

The Training programme commences from April 18th 2022, wherein you will be commissioned to attend the Training programme at our Kaavian office in Nandanam, Chennai. During the Training period you will be entitled for a stipend of Rs. 10,000/- pm.

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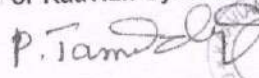
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Truly yours,

For Kaavian Systems Pvt. Ltd.


Tamil Elakkiya P
Assistant Manager - HR



Microsoft Partner



May 31, 2022

Mr. Deepak B S
Vels Institute Of Science Technology And Advanced Studies

Dear Deepak B S,

SUB: Our offer for the position of Trainee

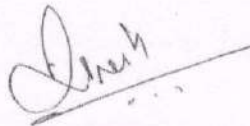
We are happy to let you know that we are impressed with your credentials and welcome you to the Aspire family. We are certain that you would play a vital role in our growth and success and you will be a valuable addition to our talented team of ASPIRIANS.

You will be inducted as a "Trainee". Your initial training will be done virtually as the Covid situation continues and your initial training with the Talent Nurturing team and the department specific training will be for a maximum duration of three months. Post training you will be deputed to any one of our Practices and once the situation becomes normal, you will be deputed to work from any of our offices in India. The salary during training will be **Rs.15,000 per month** which will be prorated based on your training duration. At the end of training period, a formal evaluation of your performance will be made.

On successful completion of the training, your total Cost-to-Company (CTC) will be revised to **Rs.3.60 Lakhs Per Annum**. All remuneration payable to you will be subject to income tax deduction at source and to any other statutory deductions that may be applicable.

Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment (Annexure 1). We once again welcome you to share a challenging and mutually rewarding experience at Aspire. Please return the duplicate of this letter duly signed by you.

For Aspire Systems (India) Private Limited



Dinesh Kumar T.K.
Vice President
dinesh.kumaran@aspiresys.com

I hereby accept the offer.

Signature :
Name : Deepak B S
Date :

Annexure 1: Terms and Conditions of Employment

1. Any information provided by you prior to your employment with us will be subject to background verification. At any point of time, during your services at Aspire Systems, should we find this information inconsistent, your employment with us will be revoked without any prior notice.
2. During your employment, you may become aware of information relating to the business of the Company, trade secrets, client names/details and pricing structures. Confidential information remains the sole property of Aspire Systems. You shall not, either during or after your employment, without the prior consent of Aspire Systems, directly or indirectly divulge to any person or use the confidential information for your own or another's benefit. We expect you would not under any circumstance try to start or help any other person start the activities carried on by this company.
3. During your services with us, we would expect you not to indulge in any activity or profession, which would prove detrimental to our operations. All software products, systems developed by you during your period of service with the company will be the sole property of the company.
4. Aspire will expend substantial time, effort and cost to recruit and train you. Any sudden departure by you definitely has an impact by causing damage and expense to Aspire. Hence, you agree that you have the full intention to serve as an Employee of Aspire for at least THREE years without causing disruption to the services of the company. In case you decide to leave Aspire within the first three years, you will have to pay an amount as outlined in your Employment Agreement and serve appropriate notice period as defined by the company.
5. You may from time to time be deputed to work at any of our offices globally or at our client's location within India or abroad. During the deputation, you will also be required to comply with the local laws, ordinances, regulations and codes that govern such countries. In case of failure to do so, you will indemnify the company against any loss or damage that may be sustained due to such failure on your part.
6. During the probation and training period, if your performance or conduct is not satisfactory, the company has the right to terminate your services without notice. If you take additional time to complete your training, then there will be no salary paid to you during the additional period.
7. Upon confirmation of your employment, the employment contract may be terminated by giving appropriate notice. You are required to continue your services until the end of the notice period. Further, any salaries or any other remuneration due to you will be forfeited should you fail to serve the appropriate notice periods as mentioned above.
8. The annual CTC is inclusive of the following components: Basic, FBP components you have opted, Statutory components: PF, ESI, Gratuity, Statutory bonus, what is applicable, Special allowance excluding the above, deductions like Mediclaim, TDS, Lunch, transport and professional tax, whatever is applicable. The break-up of components will be available in the monthly pay slip and reimbursement slips that will be sent to you.

9. At Aspire we provide you with wide opportunities to enhance the gamut of your work area and we may in accordance with the same be transferring your services to other departments and you may be assigned any work to test your aptitude during the course of your services.
10. **Salary and Designation Changes:** Your probation is for a period of six months and on successful completion of your probation, you will be confirmed and promoted to "Engineer" and you can refer to the below mentioned table for the salary changes. These salary changes are subject to your performance. For Eg: If your date of joining is August 11, 2021, then it works like this:

Duration	Salary (Per Month INR)	Comments
Training Salary	15,000	Training period (3 Months Max)
Post Training	30,000	Salary gets revised to 30,000
Post Probation	-	Confirmation, Promotion to Engineer
Post Training + 12 months	35,000	Salary gets revised to 35,000
Post Training + 18 Months	40,000	Salary gets revised to 40,000
Post Training + 24 Months	45,000	Salary gets revised to 45,000
Post Training + 30 Months	45,000 + Hike	Alignment with Org Cycle

11. Performance Appraisals are a part of the work policies at Aspire and your performance will solely spell out any revision in your compensation package.
12. You are governed by the company's policies in vogue from time to time. Your work timings may also be changed depending on the organizational need and your responsibilities.
13. The rules and regulations of service of the company that are in force may be framed, amended, altered or extended from time to time. They will govern you in the same form as and when altered or amended.
14. Aspire Systems is an equal opportunity employer. We demonstrate respect and provide equal employment opportunities for all employees and applicants for positions regardless of race, color, national origin, political belief, religion, marital or family status, physical or mental disability, gender, sexual orientation, age, or irrelevant (not related to the work to be performed) record of offense. All our decisions will be based on job performance, merit, experience, and qualifications.

I hereby accept the offer terms and conditions.

Signature :
Name : Deepak B S
Date :

Annexure: Compensation and Benefits Plan (Interim)		
Description	Monthly	Annualised
Salary Components (A)		
Basic	10,500	126,000
House Rental Allowance	5,250	63,000
Bonus	1,400	16,800
Special Allowance	10,003	120,040
Retirals (B)		
Aspire Contribution to PF *	1,800	21,600
Gratuity	505	6,060
Gross Income (A+B)	29,458	353,500
Group Medical Insurance Premium**		6,500
CPVP Annual ***		0
Annual CTC		360,004

You may chose the final CTC and IT structure with Flexi benefits in the Payroll system

* Equivalent amount will be deducted as part of employee contribution towards PF

** Aspire Medclaim policy is intended to provide group cover for you and your dependents (Spouse and 2 kids). The sum insured is INR 3,00,000/- as a family floater. Policy covers pre-existing diseases without any waiting period for all hospitalization expenses from day one of your joining. The complete details of Medclaim policy will be shared on the date of joining.

FLEXI-BENEFIT PLAN - Component Covered
<ul style="list-style-type: none"> • LTA • Food Coupons • Telephone Reimbursement • Car Lease • Fuel • Maintenance • Driver

The components mentioned under Flexi Benefit Plan will be part of the CTC. The monthly limits will vary based on annual ctc. The employees can choose the components suited to their needs.

May 31, 2022

Mr. Balaji S
Vels Institute Of Science Technology And Advanced Studies

Dear Balaji S,

SUB: Our offer for the position of Trainee

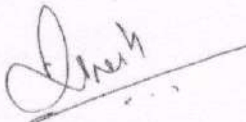
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For Aspire Systems (India) Private Limited



Dinesh Kumar T.K.
Vice President
dinesh.kumaran@aspiresys.com

I hereby accept the offer.

Signature :
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Signature :
 Name : Balaji S
 Date :

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15/03/22

Chennai



Dear Dhilip,


We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai . We look forward to you joining us. Please do not hesitate to call us for any information you may need.

- Number of working days: 6
- Wednesday to Monday
- Working hours: 9
- Remuneration: INR 29166 /- month

Kindly fill the below given form by the end of the day.

<https://forms.gle/o8ocAkqucaqFin4u8>


Nandha Kumar
Senior Marketing Manager - TN

Think & Learn Private Limited
IBC Knowledge Park, 4/1,2ndFloor, Tower D, Bannerghatta Main Road,
Bangalore- 56002,
Karnataka E-mail: info@byjus.com | Tel. No: +91 80668 36800
CIN: U80903KA2011PTC061427 www.byjus.com

15/03/22

Chennai



Dear Gayathri,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

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A handwritten signature in black ink, appearing to read 'Nandha Kumar'.

Nandha Kumar
Senior Marketing Manager - TN

Think & Learn Private Limited
IBC Knowledge Park, 4/1, 2nd Floor, Tower D, Bannerghatta Main Road,
Bangalore- 56002.
Karnataka E-mail: info@byjus.com | Tel. No: +91 80668 36800
CIN: U80903KA2011PTC061427 www.byjus.com

15/03/22

Chennai



Dear Harish Kumar,

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A handwritten signature in black ink, appearing to read 'Nandha Kumar', written over a horizontal line.

Nandha Kumar
Senior Marketing Manager - TN

Think & Learn Private Limited
IBC Knowledge Park, 4/1, 2nd Floor, Tower D, Bannerghatta Main Road,
Bangalore - 56002,

Karnataka E-mail: info@byjus.com | Tel. No: +91 80688 36800
CIN: U80903KA2011PTC061427 www.byjus.com

15/03/22

Chennai



Dear Sathish,


We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai . We look forward to you joining us. Please do not hesitate to call us for any information you may need.

- Number of working days: 6
- Wednesday to Monday
- Working hours: 9
- Remuneration: INR 29166 /- month

Kindly fill the below given form by the end of the day.

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Nandha Kumar
Senior Marketing Manager - TN

Think & Learn Private Limited
IBC Knowledge Park, 4/1,2ndFloor, Tower D, Bannerghatta Main Road,
Bangalore- 56002,
Karnataka E-mail: info@byjus.com | Tel. No: +91 80668 36800
CIN: U80903KA2011PTC061427 www.byjus.com

15/03/22

Chennai



Dear Balakrishnan,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai. We look forward to you joining us. Please do not hesitate to call us for any information you may need.

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- Wednesday to Monday
- Working hours: 9
- Remuneration: INR 29166 /- month

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A handwritten signature in black ink, appearing to read 'Nandha Kumar'.

Nandha Kumar
Senior Marketing Manager - TN

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15/03/22

Chennai



Dear Ananthan,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

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- Working hours: 9
- Remuneration: INR 29166 /- month

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Nandha Kumar
Senior Marketing Manager - TN

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15/03/22

Chennai



Dear Prabirath,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

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- Working hours: 9
- Remuneration: INR 29166 /- month

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Nandha Kumar
Senior Marketing Manager - TN

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15/03/22

Chennai



Dear Alameen,


We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

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- Working hours: 9
- Remuneration: INR 29166 /- month

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15/03/22

Chennai



Dear Dajeshwini,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai . We look forward to you joining us. Please do not hesitate to call us for any information you may need.

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Nandha Kumar
Senior Marketing Manager - TN

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15/03/22

Chennai



Dear Deepa,


We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

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Senior Marketing Manager - TN

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15/03/22

Chennai



Dear Monish Kumar,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai. We look forward to you joining us. Please do not hesitate to call us for any information you may need.

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- Wednesday to Monday
- Working hours: 9
- Remuneration: INR 29166 /- month

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Nandha Kumar
Senior Marketing Manager - TN

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CIN: U80903KA2011PTC061427 www.byjus.com

15/03/22

Chennai



Dear Cyril Martin,

We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai. We look forward to you joining us. Please do not hesitate to call us for any information you may need.

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- Wednesday to Monday
- Working hours: 9
- Remuneration: INR 29166 /- month

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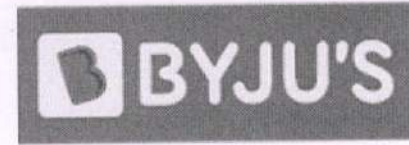
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Nandha Kumar
Senior Marketing Manager - TN

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CIN: U80903KA2011PTC061427 www.byjus.com

15/03/22

Chennai



Dear Mohanraj,


We are delighted & excited to welcome you to BYJU'S as a Business Development Executive. At BYJU'S, we believe that our team is our biggest strength and we take pride in hiring only the best and the brightest. We are confident that you would play a significant role in the overall success of the BTL Campaign and wish you the most enjoyable, learning packed and truly meaningful internship experience.

You are required to join the organization on 16/03/22 and your job location will be Chennai . We look forward to you joining us. Please do not hesitate to call us for any information you may need.

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- Wednesday to Monday
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- Remuneration: INR 29166 /- month

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Senior Marketing Manager - TN

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CIN: U80903KA2011PTC061427 www.byjus.com

Date: 24/12/2021

Intent to Offer

Dear **Adharsh**,
Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such

period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

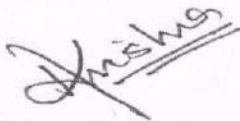
You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,



Adarsh Krishna

Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Adharsh	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
Pay and Allowance	Monthly	Yearly
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000

Date: 24/12/2021

Intent to Offer

Dear **Ajith Kumar**,
Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such

period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

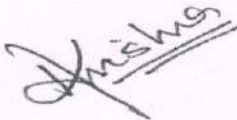
You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

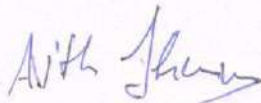


Adarsh Krishna

Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Ajith Kumar	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
Pay and Allowance	Monthly	Yearly
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000

Date: 24/12/2021

Intent to Offer

Dear **Monesh Raj**,
Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such

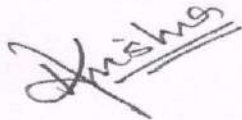
period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

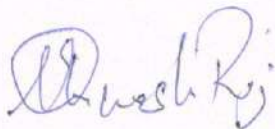
Yours Sincerely,
For Syntel Pvt. Ltd,



Adarsh Krishna
Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Monesh Raj	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
Pay and Allowance	Monthly	Yearly
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000

Date: 24/12/2021

Intent to Offer

Dear **Anusiya Ayodhi**,

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

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- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

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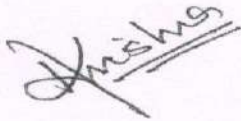
period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

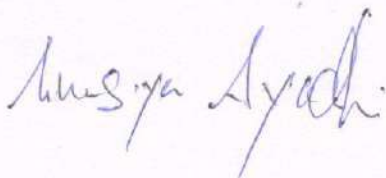
Yours Sincerely,
For Syntel Pvt. Ltd,



Adarsh Krishna
Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Anusiya Ayodhi	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
Pay and Allowance	Monthly	Yearly
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000

Date: 24/12/2021

Intent to Offer

Dear **Devakumar**,
Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such


period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,



Adarsh Krishna
Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Devakumar	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
Pay and Allowance	Monthly	Yearly
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000

Date: 24/12/2021

Intent to Offer

Dear **Dhakshinamurthy**,
Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such

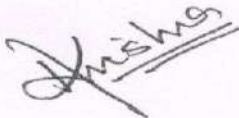
period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

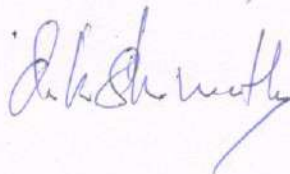
Yours Sincerely,
For Syntel Pvt. Ltd,



Adarsh Krishna
Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Dhakshinamurthy	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
<i>Pay and Allowance</i>	<i>Monthly</i>	<i>Yearly</i>
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000

Date: 24/12/2021

Intent to Offer

Dear **Girish Khanna**,
Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

You may be assigned and/or deputed to any of our subsidiary/affiliated group of Companies/ locations, whenever the Company may deem fit and/or as and when required.

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

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This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%** and no standing backlogs
- b) You should not have more than 1-year gap throughout your education
- c) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit
- d) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such

period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

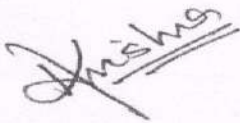
You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,

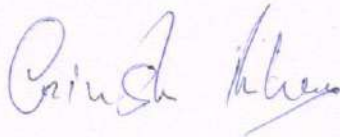


Adarsh Krishna

Deputy General Manager - HR

I have read this Offer of Intent and accept the stipulated terms and conditions

Candidate Signature



Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name :	Girish Khanna	
Designation :	Associate Consultant	
Band & Grade :	AC-AC1	
Pay and Allowance	Monthly	Yearly
Basic Pay	10,033	120,400
House Rent Allowance	5,017	60,200
Special Allowance	4,830	57,960
City Allowance	1,003	12,040
Bonus	2,400	28,800
Co.'s Contribution to Provident Fund	1,800	21,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Sub Total – I (H)	27,933	335,200
Reimbursements and Other Benefits		
Leave Travel Assistance	1233	14,796
Sub-Total – II	1233	14,796
Total Compensation	29,166	350,000