



**G.N.I.E.T., Nagpur**

**Metric No. 5.2.1**

**Percentage of placement of outgoing students  
and students progressing to higher education  
during the last five years**

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**GURU NANAK INSTITUTE OF ENGINEERING  
& TECHNOLOGY, Nagpur**

**Self-Study Report**



## DVV Clarification

### CRITERIA 5


#### Student Support and Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

#### TO WHOMSOEVER IT MAY BE CONCERNED

This is to certify that as per the DVV clarification sought, Appointment letter or Offer letter of (students names) is provided. Proof like admission letters or identity cards or higher degree certificates for (Nalanda Bagade Shraddha Samrit Rohini Baingane Trupti Ghate Mayuri Padhye Shruti Raipure Prachi Dhongade Priyanka Borkar Aprajita Gondane ) progressing to higher education for the year 2018-19 and 2019-20, 2020-21, 2021-22, 2022-23. is provided.

| Name of student who enrolled for higher education | Program graduated from | Name of institution joined | Name of program admitted to |
|---|------------------------|----------------------------|-----------------------------|
| Nalanda Bagade                                    | BE EE,GNIET            | RKNEC                      | MTECH(PEPS)                 |
| Shraddha Samrit                                   | BE EE,GNIET            | GNIET                      | MBA                         |
| Rohini Baingane                                   | BE CSE,GNIET           | GNIET                      | MTECH(CSE)                  |
| Trupti Ghate                                      | BE CSE,GNIET           | GNIET                      | MTECH(CSE)                  |
| Mayuri Padhye                                     | BE CSE,GNIET           | GNIET                      | MTECH(CSE)                  |
| Shruti Raipure                                    | BE EE,GNIET            | RPCEM, Nagpur              | MBA                         |
| Prachi Dhongade                                   | BE EE,GNIET            | GNIET                      | MTECH(PEPS)                 |
| Priyanka Borkar                                   | BE EE,GNIET            | GNIET                      | MTECH(PEPS)                 |
| Aprajita Gondane                                  | BE CSE,GNIET           | GNIET                      | MBA                         |

  
Principal  
Guru Nanak Institute of  
Engineering & Technology  
Nagpur - 441501

**OL No: AM1651****Date : 13 March 2023**Dear **Pallavi meshram**,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **24 March 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with ACADEMOR:

**Date of Joining : 24 March 2023**Training Period : **24 March 2023 to 2 April 2023**On the Job Training Start Date: **3 April 2023**On the Job Training End Date: **2 October 2023**

Your Location of Training is **Bangalore** and here is the breakdown of your stipend & incentives.

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **200000** INR per month.

You will be eligible for a Pre - Placement Offer of **4 to 6.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **24 March 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
  - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Academor. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

**ANNEXURE**

| <b>Sl. No</b> | <b>Particulars</b>  |
|---------------|---|
| <b>1.</b>     | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>• 10th standard or equivalent examination.</li><li>• 12th standard or equivalent</li><li>• Graduation</li><li>• Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications |
| <b>2.</b>     | Any one original certificate (10 <sup>th</sup> /12 <sup>th</sup> or Degree Consolidated) for employment documentation.  |
| <b>3.</b>     | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS   |
| <b>4.</b>     | PAN Card, Voter ID or Driving Licence Scanned Copy.   |
| <b>5.</b>     | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.  |
| <b>6.</b>     | Mandatory fully covid vaccinated report   |

Please bring one original document either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

**OL No: AM1652****Date : 13 March 2023**Dear **Rohit Thakre**,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **24 March 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with ACADEMOR:

**Date of Joining : 24 March 2023**Training Period : **24 March 2023 to 2 April 2023**On the Job Training Start Date: **3 April 2023**On the Job Training End Date: **2 October 2023**

Your Location of Training is **Bangalore** and here is the breakdown of your stipend & incentives.

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **200000** INR per month.

You will be eligible for a Pre - Placement Offer of **4 to 6.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **24 March 2023**.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

## Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
  - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Academor. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

**ANNEXURE**

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| 1.     | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>• 10th standard or equivalent examination.</li><li>• 12th standard or equivalent</li><li>• Graduation</li><li>• Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications |
| 2.     | Any one original certificate (10 <sup>th</sup> /12 <sup>th</sup> or Degree Consolidated) for employment documentation.  |
| 3.     | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS   |
| 4.     | PAN Card, Voter ID or Driving Licence Scanned Copy.   |
| 5.     | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.  |
| 6.     | Mandatory fully covid vaccinated report   |

Please bring one original document either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_



**OL No: AM1650****Date : 13 March 2023**Dear **Vaishnavi Raju Madankar**,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor** and you will be reporting to the office on **24 March 2023**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with ACADEMOR:

**Date of Joining : 24 March 2023**Training Period : **24 March 2023 to 2 April 2023**On the Job Training Start Date: **3 April 2023**On the Job Training End Date: **2 October 2023**

Your Location of Training is **Bangalore** and here is the breakdown of your stipend & incentives.

Stipend: INR **15000** Per MonthIncentives : INR **10000**Target: **200000** INR per month.

You will be eligible for a Pre - Placement Offer of **4 to 6.5 LPA** after completion of **On the Job Training Period**.

I have read and understood the terms and conditions and I accept this offer, as set forth above, with Academor, and will report on **24 March 2023**.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

## Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
  - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Academor. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

(Candidate's Signature)

**ANNEXURE**

| Sl. No | Particulars   |
|--------|---|
| 1.     | Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none"><li>• 10th standard or equivalent examination.</li><li>• 12th standard or equivalent</li><li>• Graduation</li><li>• Post-graduation / Doctorate</li></ul> Other relevant educational or skill certifications |
| 2.     | Any one original certificate (10 <sup>th</sup> /12 <sup>th</sup> or Degree Consolidated) for employment documentation.  |
| 3.     | COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS   |
| 4.     | PAN Card, Voter ID or Driving Licence Scanned Copy.   |
| 5.     | Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.  |
| 6.     | Mandatory fully covid vaccinated report   |

Please bring one original document either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

SIGNATURE: \_\_\_\_\_

(Candidate's Signature)

DATE: \_\_\_\_\_

To,  
**Anuj Thakur**

**Date: 22<sup>nd</sup> September, 2022**

**Subject: Internship Offer Letter**

Dear Anuj Thakur,

In reference to your application, we would like to congratulate you on being selected for an internship with the Intellipaat Software Solutions Pvt. Ltd. Your work is scheduled to start on **26<sup>th</sup> September, 2022** for a period of **6** months. During this period, you will get paid **Rs. 22,000/month** (Rupees Twenty-Two Thousand Only) and you will be working as a '**Business Development Trainee**'. The technical platform and job role will be shared with you by your manager on the day of your joining.

Note:

- Number of working days is **6** days a week.
- Your first month's salary will be dispersed along with your **4<sup>th</sup>** month's salary.
- During this Internship, you are eligible to get up to **Rs 200,000/-** as an incentive based on your performance.
- During your internship, you are expected to be disciplined and sincere towards your job responsibility.
- Based on your performance, the Pre-Placement Offer will be released before the completion of your internship at Intellipaat.
- The company reserves the right to pay or recover salary in lieu of the notice period (if applicable) or to relieve you before the expiry of the notice period. All payments and recoveries made under this clause will be based on Gross Salary
- You need to serve **30** days of notice period without fail, or else the management of Intellipaat can hold your salary/ experience letter / relieving letter/ any background verification in the future.
- Minimum working duration must be 9 hours including a one-hour lunch/dinner break.
- After the successful completion of 6 Months Internship period total CTC would be **Rs 900,000 INR**.
- No examination preparatory leaves will be provided during this period
- If the college/university exams are pending then you are allowed to take leaves for exams and for applying for the same you need to get the letter from your TPO with examination dates and get it approved by your manager.

Again, congratulations and we look forward to working with you.

**Yours truly,**  
**For Intellipaat Software Solutions Private Limited**



**Dewaker Singh Bisht**  
**Director - Human Resources**

**Intellipaat Software Solutions Pvt. Ltd.**

**AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka-560068**

## APPOINTMENT LETTER

Dear Ms Aprajita Pradip Gondane

Date: 30 Oct 2021

Ref: Fashnear Technologies Pvt Ltd

Offer ID: NAG30102021241639

Employee ID: 202170091

We are pleased to appoint you as a Sales Officer with our client Fashnear Technologies Pvt Ltd located at Nagpur. You have to complete Joining Formalities within 10 days from your joining.

In addition to this:

- Your assignment with us will be from **27 Oct 2021** as per terms mentioned in the Letter of Engagement. Your employment is governed by the contractual agreement between Innovsource Services Private Limited and Fashnear Technologies Pvt Ltd for which your services have been engaged.
- Your CTC details would be:

| GROSS SALARY              |                    | STATUTORY BENEFITS                                     |                    |
|---------------------------|--------------------|--|--------------------|
| Basic + DA                | Rs. 13062/-        | PF Employer  | Rs. 1567/-         |
| HRA                       | Rs. 6271/-         | PF Admin   | Rs. 65/-           |
| Bonus                     | Rs. 1088/-         | ESIC Employer  | Rs. 664/-          |
| Other Allowances          | Rs. 0/-            | EDLI Employer  | Rs. 65/-           |
| <b>GROSS SALARY TOTAL</b> | <b>Rs. 20421/-</b> | <b>STATUTORY TOTAL</b>                                 | <b>Rs. 2361/-</b>  |
| PF Employee               | Rs. 1567/-         |  |                    |
| ESIC Employee             | Rs. 154/-          |  |                    |
| Professional Tax          | Rs. 200/-          |  |                    |
| <b>NET SALARY</b>         | <b>Rs. 18500/-</b> | <b>COST TO COMPANY</b><br>(Gross + Statutory Benefits) | <b>Rs. 22782/-</b> |

The net salary is subject to Income Tax

Your salary is payable only through electronic payment mode such as EFT/NEFT/RTGS/ECS or account payable cheque for which you have to provide relevant information at the time of joining. One month grace period shall be provided to you on reasonable ground.

- In addition to the Monthly Salary, you will not be entitled to any other perquisites/ allowances unless given to you in writing. Your coverage under ESIC scheme, Provident Fund scheme, and Bonus Act where applicable will be as per the government regulations. Salary would be receivable on or before 10th of the subsequent month, subject to receipt of corresponding payments from our Client where you will be deployed. Any discrepancy in the salary received needs to be reported to our nearest branch within 7 days of receipt of salary after which, it will be considered as correct and further claims will not be entertained. Gratuity will be payable as per Payment of Gratuity Act, 1972. TDS will be deducted at Higher rate as per Income Tax Act, in case PAN number along with proof is not provided to nearest Innov Branch within 7 days of joining. Any unclaimed salary within 3 years from when it is due, will be paid to Labour Welfare Fund as per Labour Welfare Fund Act. You will be entitled to leave as per the practice followed by the client.
- Your coverage under ESIC scheme is subject to adherence of rules & regulation of it. It is mandatory for you to submit Aadhar Card (UID) including your family within one month from the date of issuance of ESIC number, if you fail to submit the Aadhar Card (UID) within stipulated period in that case you will not be eligible to take benefits of ESIC coverage and in that Circumstances Company shall not be held responsible.

5. You are eligible under Provident Fund scheme subject to adherence of rules & regulation of it. It is also mandatory for you to submit Aadhar Card (UID), PAN Card & Bank A/c. No. with IFSC Code (collectively referred as 'KYC') within one month from your date of joining, if you fail to submit the KYC within stipulated period in that case as per PF norms you will not able to withdraw or transfer or to take any benefits of PF and in that circumstances company shall not be held responsible or liable.
6. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation. At all time during the tenure of this Contract of employment you will be bound by any Rules & Regulations enforced by the management from time to time in relation to the conduct, discipline, leave, holidays or any other matters relating to service conditions.
7. This is as per the terms laid out in the Letter of Engagement. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our clients. Your continuance in employment is subject to your remaining physically and mentally fit. As and when required, the Management may require you to submit yourself to medical examination by a physician of the choice of the management.
8. This letter is being sent to you in duplicate, Please return two copies of the same, duly signed as the token of acceptance this Contract of employment with the above terms and conditions.

Yours faithfully,

Acceptance

**For Innovsource Services Private Limited**

I have received the Work Assignment Letter and agree to the terms and conditions contained thereto



Authorised Signatory Authorised Signatory

**Ms Aprajita Pradip Gondane**

(Signature & Date)

## Letter of Engagement with our Clients/Business Partners

Dear Ms Aprajita Pradip Gondane

Date: 30 Oct 2021

Employee ID: 202170091

Offer ID: NAG30102021241639

1. Innovsource Services Private Limited (also known as "Innov") is involved in the business of providing services to manage key business processes of our Clients/ Business Partners. Based on your interaction with us, we wish to confirm your registration with us for the purpose of selection to perform any service ("Appointment Letter") that may be required by our Clients/ Business Partners ("Customer").
2. It is understood that mere registration with Innov does not guarantee you any Work and is subject to selection by Innov and/or its Customers. Innov may offer to engage you to perform specific Appointment Letters from time to time for any of its Customers at a specified location and you may choose to accept such offer at your discretion.
3. The terms of this letter ("Engagement Letter") shall govern your relationship with Innov now and in the future. Each Appointment Letter will be governed by the terms of this letter and the specific Appointment Letter. In the event of any inconsistency, the terms of the relevant Appointment Letter shall govern.
4. Execution of any Appointment Letter by you shall be a full and complete acceptance by you to perform the services. Upon acceptance, you shall;
  - I. fully perform the services, in a professional manner, at the Customer's location till the completion of the term of the Appointment Letter;
  - II. during the term of the Appointment Letter, render services exclusively to the Customer and such performance shall not be inconsistent with any obligation you may have to other third parties;
  - III. not engage in any conduct detrimental to the interests of the Customer or Innov;
  - IV. not receive any payments of any nature directly from the Customer unless agreed to by Innov;
  - V. not, either directly or indirectly, offer yourself for employment with the Customer, its agencies or its affiliates during the period of the Appointment Letter without the prior permission of Innov;
  - VI. comply with the safety, health, environment and other rules and regulations of the Customer provided that you have been made aware of the same;
  - VII. report and be present at the Customer's designated location during the working hours mentioned in the applicable Appointment Letter;
  - VIII. extend all co-operation to the Customer's employees, consultants, representatives, etc., and do all such things as may be necessary and comply with all terms of the applicable Appointment Letter so as to effectively undertake the Appointment Letter.
5. At the end of each Record Period, as mentioned in the Appointment Letter, or at the completion of the Appointment Letter, whichever is applicable, you will deliver to the Customer, a Time Sheet (or any other format/ register as required by the Customer) containing the number of hours worked in any given day at the Customer's location and such other details as may be prescribed by Innov and produce the same to Innov upon request.
6. As consideration for the services performed during any Appointment Letter, Innov will pay you remuneration, as per the Appointment Letter. Innov will be entitled to make deductions as per applicable law or in respect of any amounts

due to Innov or the Customer from you. You will be reimbursed any approved expenses subject to your submitting original bills/ declarations as required by Innov and/or the Customer.

7. Any intellectual property that results from work performed by the Individual under any Appointment Letter shall be the property of the Customer and the Individual agrees to assign/ transfer to the Customer, the worldwide, perpetual and entire right, title, and interest in all intellectual properties including all rights to obtain, register, perfect, and enforce patents, copyrights, and other intellectual property protection under any laws and conventions.
8. All proprietary information/ material of the Customer that is made known to you during the term of the Appointment Letter shall be received in confidence and you shall not disclose or, except in performing the services, use any such proprietary information/ material. You agree that all information, correspondence, documents, materials or items provided to you by the Customer or Innov are provided to you in trust and on lapse/ termination of the Appointment Letter, you shall promptly return all such material to the Customer or Innov, as the case may be.
9. You agree that this Letter of Engagement creates no obligation on the part of either party unless you are selected for a particular Appointment Letter and you execute the relevant Appointment Letter. By executing this Letter of Engagement, neither do we offer you employment with Innov nor do you become an employee of Innov. The terms of this Letter of Engagement shall however govern any Appointment Letters that you undertake to perform.
10. Should you be selected to perform the Appointment Letter, the nature of your relationship with Innov will be that of Employment/ Contract of Service for a period mentioned in the Appointment Letter. Upon lapse or termination of the Work Assignment, your employment with Innov shall stand terminated forthwith.
11. Except for a lapse of a Work Assignment due to completion, if either Party wishes to terminate the Work Assignment during its existence, the terminating Party shall provide notice a Notice of 30 Days which would be calculated on gross wages. In case you fail to give the above notice, the salary in lieu of notice will be recovered from you.  
  
This is as per the terms laid out in the Letter of Engagement. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our clients. Your continuance in employment is subject to your remaining physically and mentally fit.
12. It is mandatory to you to submit Aadhar Card (UID), PAN Card, Bank Account Details and IFSC code (collectively referred to as '**KYC documents**') within 7 days of joining or till first pay month for the purposes of statutory & compliance. If you fail to submit the same within the stipulated period, the amount of Rs.500/- per month will be deducted from your salary for non – compliance of KYC for first 3 months, thereafter Rs.750/- per month will be deducted from your salary. On the receipt of KYC documents, the company shall refund you the amount deducted in your subsequent salary. Please note that, as per PF norms you shall not be able to transfer or withdraw Provident Fund (PF) contribution, till the updating of KYC documents.
13. Your continuance in employment is subject to your remaining physically and mentally fit. Further, as and when required, the Management may require you to submit yourself to medical examination by a physician of the choice of the management.
14. In case there is no Appointment Letter subsisting, either party may terminate this Letter of Engagement forthwith by sending notice in writing. If a Work Assignment is subsisting, this Letter of Engagement can be terminated only co-terminus with the relevant Work Assignment as per the notice period required for termination of the Work Assignment as above.
15. Termination of this Letter of Engagement shall not affect the obligations of the parties that have been incurred prior to termination and Innov will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/ expiry of this Letter of Engagement or the Work Assignment.



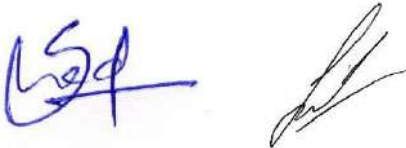
16. You agree to defend, indemnify and hold Innov or the Customer harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of your failure to satisfy any of your obligations under this Letter of Engagement or under the Work Assignment Letter or for misconduct, violation of any law or creation of any legal liability by you.
17. To create and maintain safe work environment, free from sexual harassment & discrimination for all employees the company has policy for prevention of sexual harassment (posh), you can reach us through email: [posh@innov.in](mailto:posh@innov.in) for necessary assistance.
18. Any dispute between the Individual and Innov shall be referred to a sole arbitrator to be selected from a list of arbitrators nominated by Innov. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act, 1996, at Mumbai, India. This engagement letter shall be governed in all respects by the laws of India.
19. In addition to the terms contained herein, your relationship with Innov may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by Innov.

**You can reach us through (1) Call on Toll Free No. 1800-22-4456 (2) Email to [ar@innov.in](mailto:ar@innov.in) or (3) WhatsApp on 9930346641.**

We request you to please sign a duplicate copy of this letter and return the same to us, indicating your acceptance of the terms mentioned herein. By signing this letter you confirm that you have read, fully understood and accepted the terms of this letter.

Warm regards,

Yours faithfully,  
**For Innovsource Services Private  
Limited**



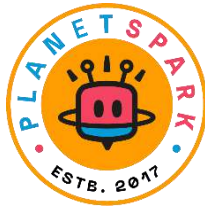
Authorised Signatory Authorised Signatory

Acceptance

I have received the Work Assignment Letter and agree to the terms and conditions contained thereto

**Ms Aprajita Pradip Gondane**

(Signature & Date)



WINSPARK INNOVATIONS LEARNING PVT LTD.  
1108-1109, 11<sup>th</sup> floor, JMDMegapolis, Sohna Road, Gurgaon  
<http://www.planetspark.in>

## **Offer Letter**

Date: 09/02/2023

**To Arshiya Khan**

Employee Code: PS15231

Dear Arshiya

Sub: Offer Letter

We are pleased to appoint you in our organization as a **Business Development Counsellor** with effect from **21<sup>st</sup> February 2023**. You will be based out of PlanetSpark office at Planet Spark Tower A, 1st floor, Unitech Cyber Park, Sector 39, Gurugram, Haryana 122002. You will be working from office from day one of joining.

**You will be paid gross emoluments and incentives as detailed in Annexure – A when 1 Lac revenue reflects in the sales dashboard against your name.**

Your employment with us will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Yours truly,

For WINSPARK INNOVATIONS LEARNING PRIVATE LIMITED.

AUTHORIZED SIGNATORY

Encl.: As above

Annexure – A

**Emoluments can be bifurcated as under:**

|  | <b>Monthly</b> | <b>Yearly</b>   |
|--|----------------|-----------------|
| Basic Pay  | 15600          | 187200          |
| House Rent Allowance                                     | 7800           | 93600           |
| Medical Allowance  | 2000           | 24000           |
| Supplementary Allowance                                  | 7000           | 84000           |
|  |                |                 |
| <b>Gross Salary</b>                                      | <b>32400</b>   | <b>388800</b>   |
|  |                |                 |
| *Performance Linked Incentive based on Individual Target | 20000          | 240000          |
| Employer PF Contribution                                 | 1800           | 21600           |
|  |                |                 |
| <b>Total CTC</b>   |                | <b>6,50,400</b> |

Your overall training period is for 4 weeks. you would receive a training gross of **INR 21,428 (PF will be deducted)** per month which can be extended if needed. During this period the below mentioned targets has to be achieved to get the License to sell and move into the core sales team.

| <b>Region</b> | <b>Targets</b> |
|---------------|----------------|
| Domestic      | Rs 100000      |
| UAE           | \$1500         |
| USA           | \$1500         |

**The trainee will be eligible to receive the Training gross only if they have 90% of daily Attendance in office and should have completed one whole month in the system.**

Annexure – B

**1. Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

**2. Probation**

You will be in probation period of one month from the date of joining. The probation can be discontinued anytime if target is not achieved during training and salary will be processed as FNF after 90 days.

**3. Nature of Work:**

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Counsellor** will be assigned and explained to you from time to time.

**4. Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

**5. Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use and utilize such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

**6. Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

**7. Annual Leave:**

You will be entitled to 4 annual leaves for every completed quarter at the company and 7 annual medical leave. These are applicable for permanent employees

**8. Termination of Service:**

Either party can terminate this employment by serving a notice of 3 days on the other. The Full and Final settlement will be processed after 90 days from the last working date.

**9. Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

The above terms and conditions are based on the company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



“I hereby accept this offer and I Confirm that I have signed out of the placement process”

Signature

Date





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
[www.capgemini.com/in-en](http://www.capgemini.com/in-en)

**Superset ID: 1472815**

## **Letter of Intent ("LOI")**

Dear Sahil Dhurve,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/ diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com), please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1472815**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1472815**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1472815**

Thanking you,  
Yours Sincerely,

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**

This is a system generated document and does not need a signature

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# ANNEXURE 1

**Sahil Dhurve**  
**Analyst and A4**

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only)**. On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**

**Tejinder Sethi**  
**Head - Fresher Hiring**

This is a system generated document and does not need a signature

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Regd Office: Pune Hinjewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, MIDC SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6699 1000 | Fax: +91 20 6699 5050 | CIN: U85110PN1993PLC145950



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- **DARSHANA S. NASARE.**

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

- You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.**

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4.Sunday= 30.Days | CANTEENEDC ATION PER.DAY.  | IN HAND .(30.Days)     | Canteen Facility + Bus Facility& In Hand Pay Expences. |
|----------------|-------------------|-------------------------|-------------------------|--------------------------------------|----------------------------|------------------------|--|
| Get BE & B.Tec | 403:84*26 = 10500 | 403:84*2 -Live = 807:68 | 10500+807:68 = 11307:68 | 403:84*4 = 1615:36                   | 11307:68+1615 :36=12923:04 | 12923:04-600= 12323:04 | 12323:04+600+900= 13823:04                             |

- If you have full attendance for 2 months onwards from 1st date of joining in your salary. 2000 will be increased in total salary from the third month of that employee. So the total salary will be (CTC) Rs.15823.
- You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

- Certificate in proof of age & certificate in respect of educational qualification.
  - Resent passport size photograph(5-copies )
  - Identity proof Xerox copy ( driving license / election card / pass port )
  - Pan card & Andhra card – copy mandatory ( original for verification )
  - Medical fitness certificate.
  - Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- DIVYA S. KOHALE.

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

1. You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENDEDC ATION PER.DAY. | IN HAND .(30.Days)     | Canteen Facility + Bus Facility& In Hand Pay Expenses. |
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2. If you have full attendance for 2 months onwards from 1st date of joining in your salary. 2000 will be increased in total salary from the third month of that employee. So the total salary will be (CTC) Rs.15823.
3. You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

- 1) Certificate in proof of age & certificate in respect of educational qualification.
  - 2) Resent passport size photograph(5-copies )
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  - 5) Medical fitness certificate.
  - 6) Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- **GAYATRI G.GAWANDE.**

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

1. You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENEDC ATION PER.DAY.  | IN HAND .(30.Days)     | Canteen Facility + Bus Facility& In Hand Pay Expenses. |
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3. You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

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  - 2) Resent passport size photograph(5-copies )
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  - 5) Medical fitness certificate.
  - 6) Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- **KARISHMA GHONGE.**

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

1. You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENDEDC ATION PER.DAY. | IN HAND .(30.Days)     | Canteen Facility + Bus Facility& In Hand Pay Expenses. |
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3. You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

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  - 2) Resent passport size photograph(5-copies )
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  - 5) Medical fitness certificate.
  - 6) Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- KARTIKEYA S. THAKUR.

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

1. You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENEDC ATION PER.DAY.  | IN HAND (30.Days)      | Canteen Facility + Bus Facility& In Hand Pay Expenses. |
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2. If you have full attendance for 2 months onwards from 1st date of joining in your salary. 2000 will be increased in total salary from the third month of that employee. So the total salary will be (CTC) Rs.15823.
3. You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

- 1) Certificate in proof of age & certificate in respect of educational qualification.
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  - 4) Pan card & Andhra card – copy mandatory ( original for verification )
  - 5) Medical fitness certificate.
  - 6) Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- KETAN THAKARE.

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

- You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.**

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENEDC ATION PER.DAY.  | IN HAND (30.Days)      | Canteen Facility + Bus Facility& In Hand Pay Expences. |
|----------------|-------------------|-------------------------|-------------------------|---------------------------------------|----------------------------|------------------------|--|
| Get BE & B.Tec | 403:84*26 = 10500 | 403:84*2 -Live = 807:68 | 10500+807:68 = 11307:68 | 403:84*4 = 1615:36                    | 11307:68+1615 :36=12923:04 | 12923:04-600= 12323:04 | 12323:04+600+900= 13823:04                             |

- If you have full attendance for 2 months onwards from 1st date of joining in your salary. 2000 will be increased in total salary from the third month of that employee. So the total salary will be (CTC) Rs.15823.
- You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

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  - Medical fitness certificate.
  - Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



**Offer : BUSINESS PROCESS SERVICES**

**Ref : TCSL/1669504/Kolkata/BPS/BPA**

**Date : 28-Nov-2021**

Ms. Kishori Dayaram Dharmik  
Patansongi  
Nagpur, Maharashtra, India

Dear Ms. Kishori Dayaram Dharmik,

**Sub: Letter of Offer and Terms of Employment**

We thank you for exploring career opportunities with **Tata Consultancy Services Ltd.(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. **We are pleased to inform you that you have been selected for the position of Process Associate in Grade BPO1 and your present posting will be at Nagpur. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 3,05,005/- per annum. Annexure 1 provides a break-up of the compensation package.**

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non-submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoke at the sole discretion of the company. Your offer is subject to a positive background check.





## **COMPENSATION AND BENEFITS**

The details of your compensation and benefits are given below:

### **FIXED COMPENSATION**

#### **Basic Salary:**

Your Basic Salary will be **Rs. 12,794/-** per month.

#### **Bouquet of Benefits (BoB)**

Bouquet of Benefits (BoB) offers you the flexibility to design part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis. The components under Bouquet of Benefits are listed below. The amounts given here for each of the components are as per pre-defined structure. However, you may want to split the Bouquet of Benefits amount between the components as per your tax plan. To design your Bouquet of Benefits, you may access the link for BoB in the "Global Employee Self Service" (GESS) on "Ultimatix", the internal portal of TCS.

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

#### **1. House Rent Allowance**

Your HRA will be **Rs. 4,478/-** per month.

While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to 8.33% of basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary.

To avail income tax benefits, you need to apply for a minimum of 3 days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be set up to a maximum of **Rs. 3,000/-** per month for tax exemption. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.

#### **Night Shift Allowance**

TCSL has agreed to provide its clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPO department, would be eligible for a Night Shift Allowance of **Rs. 200/-** per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

#### **Performance Pay**

##### **Monthly Performance Pay**

You will receive a monthly performance pay of **Rs. 2,400/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.



Monthly performance pay is also linked to your allocation status and will undergo a change in case you are unallocated for a period of one month or more.

### **CITY ALLOWANCE**

You will be eligible for a City Allowance of **Rs. 170/-** per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

### **OTHER BENEFITS**

#### **1. Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan. You will be eligible for Domiciliary and Hospitalization covers as per the default plan applicable. These benefits are extended on payment of applicable premium as per the scheme.

You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax.

- a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.
- b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.
- c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

The total premium is split between Base Cover and Floater Cover Premium as per the default plan applicable.

i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

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

#### **2. Maternity Benefits:**

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer to TCS India Policy- Maternity Leave.

#### **3. Compensation Benefits under ESI Act / Employees' Compensation Act\*:**

If you are covered under Employees State Insurance Act (ESI Act), 1948 you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

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

#### **4. Professional Memberships**



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

#### **5. Tata Sons & Consultancy Services Employees' Welfare Trust (TWT):**

You will become a member of the TWT, on completion of continuous service of one year from the date of joining TCSL and a nominal annual membership fee of **Rs. 250/-** will be borne by you. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service

### **SOCIAL SECURITY / RETIRALS BENEFITS**

#### **1. Provident Fund:**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month towards Provident Fund, as per the provisions of the said Act.

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

#### **2. Employees' Pension Scheme:**

Your enrolment under the Employees' Pension Scheme will be based on the details you provide under the Declaration Form (Form 9) at the time of joining TCSL.

#### **3. Gratuity:**

You will be eligible to gratuity in accordance with the rules applicable.

The company will consider the number of years of service completed for the purpose of calculation of gratuity.

### **TERMS OF EMPLOYMENT**

#### **1. Relevant Experience:**

Of your total experience, **2.42** years are considered to be relevant to the company's business.

#### **2. Probation Period:**

You will be on probation for 3 Months.

If your services are found to be satisfactory during the period of probation, your confirmation will be communicated to you in writing upon successful completion of your probation period.

#### **3. Working Hours:**

You may be required to work in shifts and/or in extended working hours, as permitted by law.

#### **4. Transport:**

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

#### **5. Leave :**



You will be eligible for leave as per the Company's Leave Policy.

## **6. Mobility :**

The Company reserves the right to transfer/utilise your services at its sole discretion at any of its offices, work sites, or associate or affiliate companies, firms in India or outside India which are currently in existence or which may likely to come into existence anywhere in India or abroad, on the terms and conditions as applicable to you at the time of transfer. In case you refuse to join duty at the transferred location within stipulated period, your services are liable to be terminated. This is without prejudice to the company's right to take disciplinary action under the Industrial Employment Standing Orders Act, 1946.

## **7. Increments and Promotions:**

Your merit, performance and contribution to the company will be the primary considerations for annual salary increments and your potential to perform and availability of suitable positions will be considered for promotions. Salary increments and promotions will not be direct and will be based on the company's Compensation and Promotion policy. Increments shall depend on several factors like company's performance, your individual performance, track record and contribution to the company, attendance, behavior and conduct during the period under review as per the Company's policy as may be applicable from time to time.

BPO Z associates will be eligible for promotion and career progression subject to successful completion of graduation as per BPS Policy.

## **8. Alternate Employment:**

As a whole-time associate of TCSL, you are not permitted to undertake any other employment, business, assume any public office or private office, honorary or remunerative, without the prior written permission of TCSL.

## **9. Confidentiality, Data and Intellectual Property Protection :**

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

## **10. Work in SBWS™ mode:**

TCS' Secure Borderless Workspaces™ (SBWS™) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

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

## **11. International Deputation Agreement:**

You are required to sign the International Assignment Agreement, which requires you to serve TCSL for a minimum of 90 days, on completion of every overseas deputation that exceeds 30 days. International Assignment Agreement is a one-time agreement, applicable for the entire tenure of employment with the company.

This is to ensure that the knowledge and information gained by you during your deputation is shared and available to the company and its employees in India. This transfer of knowledge and information is essential for the company to continue to serve its clients and customers better.

If you are deputed internationally for training, you will be required to sign an agreement to serve the company for a minimum period of 90 days on completion of each such training.



## 12. TATA Code of Conduct:

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

## 13. Retirement:

You will retire from the services of the Company on completion of 60 years of age as per the proof of age submitted by you at the time of joining. .

## 14. Medical Tests:

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

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

Your services are liable to be terminated / determined on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

## 15. Notice Period:

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

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

## 16. Background Check:

Your employment will be subject to a background check in line with the company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

The offer of employment is subject to the condition that the person concerned has not been guilty or convicted for any criminal offence in the past.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.

## 17. Submission of Documents:

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



- Standard X and XII Mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Experience certificate from your previous employer(s) indicating the following :
  - i. Period of employment
  - ii. Technology areas you worked on
  - iii. Certificates for any training provided by your previous employers in various technologies
- Release letter from your current employer indicating the date of release
- Passport
- 6 photographs - passport size
- A photocopy of your Permanent Account Number (PAN) Card
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you

Your original documents will be returned to you after verification

#### **18. Letter of Appointment:**

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

#### **19. Processing of Personal Data**

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

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

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

For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services. As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

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

#### **20. Terms and Conditions:**

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

#### **21. Employment in India:**

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and or any other permissions and / or documentation as prescribed by the Government of India for permanent employment with TCSL.



**22. Rules and Regulations of the Company:**

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

**23. Compliance to all clauses**

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



### Withdrawal of Offer

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

We look forward to having you in our global team.

Yours Sincerely,

For **Tata Consultancy Services Ltd.**

**Girish Nandimath**  
**Global Head Talent Acquisition & AIP**

Encl: Annexure 1: Benefits Gross Salary Sheet  
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms





GROSS SALARY SHEET

Annexure 1

|                    |                            |                                       |             |
|--------------------|----------------------------|---------------------------------------|-------------|
| <b>Name</b>        | <b>Ms. Kishori Dharmik</b> |                                       |             |
| <b>Designation</b> | <b>Process Associate</b>   |                                       |             |
| <b>Grade</b>       | <b>BPO1</b>                | <b>Relevant Experience (In Years)</b> | <b>2.42</b> |

Table 1: Compensation Details: (All Components are in Rs )

| <b>Component Category</b>                | <b>Monthly</b> | <b>Annual</b>   |
|--|----------------|-----------------|
| <b>1) Fixed Compensation</b>             |                |                 |
| Basic Salary                             | 12,794         | 1,53,528        |
| Bouquet of Benefits #                    | 7,244          | 86,929          |
| <b>2) Performance Pay</b>                |                |                 |
| Monthly Performance Pay                  | 2,400          | 28,800          |
| <b>3) City Allowance</b>                 | 170            | 2,040           |
| <b>4) Annual Components/Retirals</b>     |                |                 |
| Health Insurance                         | NA             | 7,900           |
| Provident Fund (at 12% of Basic Salary)  | 1,535          | 18,423          |
| Gratuity Fund (at 4.81% of Basic Salary) | 615            | 7,385           |
| Total of Annual Components & Retirals    | <b>2,151</b>   | <b>33,708</b>   |
| <b>TOTAL GROSS</b>                       | <b>24,759</b>  | <b>3,05,005</b> |

# Refer to Table 2 for TCSL defined Structure

Table 2:TCSL defined structure for BoB (All Components in Rs)

In case, you wish not to opt for the BoB, Defined Structure as given in Table 2 will be applicable.

| <b>Component Category</b>        | <b>Monthly</b> | <b>Annual</b> |
|----------------------------------|----------------|---------------|
| House Rent Allowance             | 4,478          | 53,735        |
| Leave Travel Allowance           | 1,066          | 12,794        |
| Food Card                        | 1,700          | 20,400        |
| <b>GROSS BOUQUET OF BENEFITS</b> | <b>7,244</b>   | <b>86,929</b> |



## Confidentiality, *Data and Intellectual Property* Protection Terms

### Annexure 2

#### 1. Confidential Information

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

- (a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate’s association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- (b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS)
- (c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- (d) Customer and prospective customer lists, and
- (e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

#### 2. Associate’s Obligations

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

#### 3. Intellectual Property Rights

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



prosecuting any such applications. Associate hereby expressly waives any “artist’s rights” or “moral rights”, which Associate might otherwise have in such intellectual property rights.

#### 4. Prior knowledge

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

#### 5. Use of third party material

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

- (a) Use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorized by TCS or without having proper authorization or license or approval of the respective owner of such intellectual property rights.
- (b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;
  - i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND
  - ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate’s participation in such activity.
- (c) Knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity.

#### 6. Security policies and Guidelines.

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

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

- (a) Process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- (b) Abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;



- (c) Promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a “Security Breach”);
  - (d) Promptly provide TCS with all information in Associate’s notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS’ prior written consent;
  - (e) Not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
  - (f) Upon expiry or termination of Associate’s engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate’s possession or control; and
  - (g) Promptly bring to TCS’ notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.
- 6.3** Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate’s Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate’s Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor’s compliance with TCS’ obligations hereunder.

## **7. Working in SBWS™ Framework:**

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

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

- a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.
- d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.
- e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.
- f) will be using the Company allotted laptop or similar authorized computing device (together called “official asset”) only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).
- g) will not allow anybody to share the official asset being used.

## **8. Restriction on Associate’s Rights**

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

## **9. No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained



by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

## 10. Equitable Rights

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

## 11. General

- (a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.
- (b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or any claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.
- (c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.
- (d) This Confidentiality, Data and IP Protection Terms along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.
- (e) This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized representatives of both parties.
- (f) The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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

This is to confirm that I have received the Letter of Offer on \_\_\_\_\_ .  
I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name: Ms. Kishori Dharmik  
Address:

Signature:  
Date:



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- M.SALMAN.

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

1. You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4.Sunday= 30.Days | CANTEENEDC ATION PER.DAY.  | IN HAND .(30.Days)     | Canteen Facility + Bus Facility& In Hand Pay Expences. |
|----------------|-------------------|-------------------------|-------------------------|--------------------------------------|----------------------------|------------------------|--|
| Get BE & B.Tec | 403:84*26 = 10500 | 403:84*2 -Live = 807:68 | 10500+807:68 = 11307:68 | 403:84*4 = 1615:36                   | 11307:68+1615 :36=12923:04 | 12923:04-600= 12323:04 | 12323:04+600+900= 13823:04                             |

2. If you have full attendance for 2 months onwards from 1st date of joining in your salary. 2000 will be increased in total salary from the third month of that employee. So the total salary will be (CTC) Rs.15823.
3. You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

- 1) Certificate in proof of age & certificate in respect of educational qualification.
  - 2) Resent passport size photograph(5-copies )
  - 3) Identity proof Xerox copy ( driving license / election card / pass port )
  - 4) Pan card & Andhra card – copy mandatory ( original for verification )
  - 5) Medical fitness certificate.
  - 6) Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- MAHESH MUSALE..

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

- You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.**

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENDEDC ATION PER.DAY. | IN HAND .(30.Days)     | Canteen Facility + Bus Facility& In Hand Pay Expences. |
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| Get BE & B.Tec | 403:84*26 = 10500 | 403:84*2 -Live = 807:68 | 10500+807:68 = 11307:68 | 403:84*4 = 1615:36                    | 11307:68+1615 :36=12923:04 | 12923:04-600= 12323:04 | 12323:04+600+900= 13823:04                             |

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At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

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Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.



# Dhoot Transmission Pvt Ltd

## OFFER LETTER

TO.

Date : 29/06/2023.

Mr/Miss :- MALIKA SHEIKH.

Sub :- Offer for the post of "GET".

Dear

With the reference to your application and the subsequent personal discussion we had with you on **13-Mar- 2023**, We DHOOT TRANSMISSION PVT LTD. Do hereby pleased to offer you the employment for the post of "GET."As per terms & conditions discussed and mutually agreed during personal discussion.

1. You shall be paid wages / salary & allowances as under: - stipend of (Per Day 26 + 2 leave) & overtime extra per month.

| CATEGORY       | P.DAY (26 Daye's) | 2 Leave                 | 4.SUNDAY (Working)      | Total 26.D+2.Leave+4. Sunday= 30.Days | CANTEENDEDC ATION PER.DAY. | IN HAND (30.Days)      | Canteen Facility + Bus Facility& In Hand Pay Expenses. |
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| Get BE & B.Tec | 403:84*26 = 10500 | 403:84*2 -Live = 807:68 | 10500+807:68 = 11307:68 | 403:84*4 = 1615:36                    | 11307:68+1615 :36=12923:04 | 12923:04-600= 12323:04 | 12323:04+600+900= 13823:04                             |

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3. You are required to work at our Aurangabad plant (Corporate Level), or at any other place as informed to you from time to time .your services are liable to be transferred from one shift to another ( with one day's notices), where the company has undertaken its work .

At the time of joining, report to HR- Department for completing the joining formalities. Please bring all the original doc for verification at above mentioned factory address as well as copy of the following documents, as applicable.

- 1) Certificate in proof of age & certificate in respect of educational qualification.
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  - 5) Medical fitness certificate.
  - 6) Address proof Xerox copy of ( Election card / Pass port / Driving license/ Adhar card )
- Form -16 from last employer (not applicable to fresher)

You are requested to join on or before It is **26-Jun-2023**.Detailed appointment latter will be issued to you immediately after your joining.

Please counter sing a copy of this letter as token of your acceptance and return the same to us.

Contact No- Aute sir. -9623200898.8380828447.





**BLOOMBRAIN LEARNING SOLUTIONS**  
F-14, Okhla Phase-1, Okhla Industrial Estate,  
New Delhi-110020

Date: 07.12.2021

Dear

**Manish Dhawale ,**

**Subject: Offer Letter**

With reference to your application and subsequent interview, we are pleased to offer you the position of **(Business Development Executive)** in **Bloombrain Learning Solutions India Pvt. Ltd.** (hereinafter referred to as the "Company").

Your initial place of posting will be in Delhi. Your services are liable to be transferred anywhere in India, in any office of the Company within India.

**Your CTC will be 4 LPA.**

Your appointment and the validity of this Letter is subject to the authenticity of the documents i.e., application, resume, testimonials, references, previous employment details (if applicable) and any other information furnished by you. Any adverse finding at a later stage would entitle the Company to terminate you forthwith and without any notice and/ or compensation in lieu thereof.

**T&Cs**

- 1) Initially you will undergo theoretical training for 6 days. Activation of your employment will be subjected to the evaluation done after the training process.
- 2) While on job training you will be evaluated based on your performance related to KRA set by the company and revenue.
- 3) First 3 months will be on-job training period where the salary will be **Rs 15,000. SALARY WILL BE REVISED AFTER THREE MONTHS** basis performance and internal criteria set by the company.
- 4) First salary will be credited after 30 days from date of activation.
- 5) After 1st salary, the salary cycle will be 8th of every month.
- 6) Attendance will be monitored based on the completion of **KRAs & targets**, in case KRAs are not achieved absent for that day will be marked you will be marked **LOP (Loss of Pay)**.
- 7) If an employee is terminated /resigns/absconds before sales cycle, he/she won't be liable for any settlement amount in F n F.
- 8) Management can terminate any candidature during training/first 30 days of activation for any breach of rules, indiscipline, and lackluster. In such a case the company will not be liable for any payment to the employee . This rule only applies to worst-case scenarios that can't be compromised.



**BLOOMBRAIN LEARNING SOLUTIONS**  
F-14, Okhla Phase-1, Okhla Industrial Estate,  
New Delhi-110020

9) An employee will get his FNF done only after 60 days of his last working day in the company.

**As the first step to joining, we would require you to kindly upload the following documents.**

- ◆ Copies of Educational Certificates.
- ◆ Passport size photographs.
- ◆ Address Proof.
- ◆ Clearance from the previous employer
- ◆ Identification Proof PAN Card/Driving License/Voter ID/Passport Copy)
- ◆ Bank Account details
- ◆ Confidentiality of information Document
- ◆ Discipline Policy

**We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you onboard and wish you a great career ahead!**

A handwritten signature in black ink that reads "Manali". The signature is written in a cursive style and is underlined with a single horizontal line.

**Sincerely,  
Manal Sah  
HR Department**

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on (10.12.2021).

Accepted

**Sincerely,**

**( Manish Dhawale )**

Date :15/02/2023

To:  
**Mr Manojkumar U Katre**  
Khaparde Sai Colony Kudwa,  
Tah / Dist. Gondiya – 441 614

**OFFER OF EMPLOYMENT**

Dear **Mr Manojkumar**

Congratulations!

With reference to your application for employment and the subsequent interview you had with us, we are pleased to offer you an employment in our organization as **Calibration Engineer in Lab Department**. You will be located at **Vasai**. You are requested to report at **09:20 A.m.** Join duty on **20/02/2023**.

As **Calibration Engineer** your starting remuneration will be Rs. **14,000/- (Fourteen Thousand Only)** Gross (Plus Room accommodation and travelling allowance). Rs. 1000/- will be deducted from your monthly salary as retention deposit for 24 months and same will returned to you only after completion of 2 years of service in Autocal Solutions Pvt. Ltd.

A formal letter of appointment and service rules, detailing the applicable terms and conditions of your employment will be issued to you on your joining.

Pursuant to this letter on or before commencement of your employment, please submit all the documents mentioned in given checklist to the company in original with a set of Photo copies. The original shall be returned to you after verification.

Please note that 1 month prior notice will be required from your side while leaving the organization.

We look forward to providing you with a highly rewarding and enjoyable career opportunity with our organization.

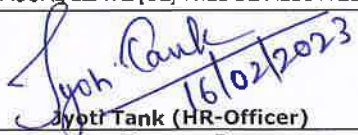

Yours faithfully,

For **AUTOCAL SOLUTIONS PVT. LTD.**

  
Jyoti Tank 16/02/2023  
HR Officer

  
CEO / M.D. / Director

**AUTOCAL SOLUTIONS PVT.LTD.****SALARY STRUCTURE**Format No.: HRF-04  
Issue No. & Date: 01, 11/09/2021  
Revision No. & Date: 00, -  
Page No.: 1 of 1

|  |  |
|--|--|
| EMPLOYEE CODE  |  |
| DATE OF JOINING  | 20/02/2023   |
| EMPLOYEE NAME  | Manojkumar Katre   |
| DESIGNATION  | Calibration Engineer   |
| DEPARTMENT   | Lab  |
| GENDER(M/F)  | M  |
| LOCATION   | Vasai  |
| GROSS SALARY   | 14,000   |
| <b>PARTICULARS</b>   | <b>AMOUNT</b>  |
| BASIC WAGES + SPECIAL ALLOWANCE  | 9,500  |
| HOUSE RENT ALLOWANCE (HRA)   | 950  |
| HARMONIOUS INDUSTRIAL RELATION ALLOWANCE (HIRA)  | 1,600  |
| OTHER ALLOWANCE  |  |
| FIXED CITY ALLOWANCE   | -  |
| SITE/FOOD ALLOWANCE  | 1,950  |
| MEDICAL ALLOWANCE  | -  |
| GROSS SALARY   | 14,000   |
| <b>EMPLOYEE'S CONTRIBUTION [DEDUCTIONS]</b>  |  |
| EMPLOYEES'S PROVIDENT FUND [12%]   | 1,566  |
| EMPLOYEE'S ESIC [0.75% ON GROSS]   | 105  |
| PROFESSIONAL TAX [As Per PT Slab]  | 200  |
| TAX DEDUCTED AT SOURCE (TDS)   | -  |
| Retention (Rs.1000/- p.m. will be deducted as Retention deposit for 24 Months & will be returned after completion of 2 Yrs)  | 1,000  |
| <b>TOTAL OF EMPLOYEE'S DEDUCTION MONTHLY</b>   | <b>2,871</b>   |
| <b>NET SALARY [Take Home]</b>  | <b>11,129</b>  |
| <b>EMPLOYER'S CONTRIBUTION</b>   |  |
| EMPLOYER'S PROVIDENT FUND [12% PF+1% Admin Charges]  | 1,582  |
| EMPLOYER'S ESIC [3.25% ON GROSS]   | 455  |
| GRATUITY (4.81% on basic After 5 years as per Gratuity Act.)   | -  |
| *BONUS [8.33% on 7000 As per Bonus Act]  | 583  |
| **LEAVES (PL,CL)   | 894  |
| <b>TOTAL OF EMPLOYER'S CONTRIBUTION MONTHLY</b>  | <b>3,514</b>   |
| <b>CTC MONTHLY</b>   | <b>17,514</b>  |
| <b>CTC ANNUALLY</b>  | <b>2,10,168</b>  |
| *Bonus - As per Bonus Act 1965, Basic wages less than or equal to Rs.7000/-, Contribution- 8.33 % of 7000/-, Basic wages more than 21000/- not applicable for Bonus.                               |  |
| *Leaves - The Leaves will apply after confirmation of service in writing. Year for the purpose of leave will be Calendar year [01-Jan to 31-Dec]. Encashment of balance PL will be on Basic wages. |  |
| *Note : 1) Changes in any government statutory and further increments will be adjusted towards CTC.  |  |
| PRIVILEGE LEAVE [PL+SPL] CAN BE ACCUMULATED FOR 30 DAYS  |  |
| CASUAL LEAVE [CL] WILL BE ALLOWED FOR MIN 1/2 DAY MAX 2 DAY (NOT JOINTLY)  |  |
| <br>Jayoti Tank (HR-Officer)<br>Prepared By   | <br>Pankaj Bhose (Director)<br>Approved By |
|  | Receiver Signature   |



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218078521/Pune**  
**Date: 16/10/2021**

Ms. Nikita Jaiprakash Naidu  
14Junishukrawari Nagpur 440009,  
Behind Chandrabhaga Oil Mill,  
Nagpur-440009,  
Maharashtra.  
Tel# 91-9595344769

Dear Nikita Jaiprakash Naidu,

**Sub: Letter of Offer**

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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**TCSL/DT20218078521**

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**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

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

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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

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

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.



## **PERFORMANCE PAY**

### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

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

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

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

HIS offers the following benefits:



## 1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

## 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

## Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

## Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

## Loans

You will be eligible for loans, as per TCSL's loan policy.

## Professional Memberships

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





## **RETIRALS**

### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

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

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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**TCSL/DT20218078521**

**5**

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: [www.tcs.com](http://www.tcs.com)

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

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



### **3. Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

### **4. Working Hours**

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

### **5. Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

### **6. Compensation Structure / Salary components**

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

### **7. Increments and Promotions**

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

### **8. Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a



confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

## **9. Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

## **10. Service Agreement**

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

## **11. Work in SBWS mode**

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

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

## **12. Overseas International Assignment Agreement**

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related



documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

### **13. Terms and Conditions**

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

### **14. TATA Code of Conduct**

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

### **15. Notice Period**

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

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

### **16. Retirement**

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

### **17. Pre-employment Medical Certificate**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

## 18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

## 19. Background Check

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

## 20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)



- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

\*There is no criminal offence registered/pending against you

\*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

\*PAN Card (Permanent Account Number)

\*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)

\*Passport

\*NSR E-Card

## 21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

## 22. Letter of Appointment

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

## 23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

#### **24. Compliance to all clauses**

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

#### **25. Data Privacy Clause:**

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

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

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

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

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

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



### **Withdrawal of Offer**

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

**For TATA Consultancy Services Limited**

**Girish V. Nandimath**  
**Global Head Talent Acquisition & AIP**



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

Encl: Annexure 1: Benefits and Gross Salary  
Annexure 2: List of TCS Xplore Centres  
Annexure 3: Confidentiality and IP Terms





**GROSS SALARY SHEET**

**Annexure 1**

|                       |  |
|-----------------------|--|
| <b>Name</b>           | <b>Nikita Jaiprakash Naidu</b>           |
| <b>Designation</b>    | <b>Assistant System Engineer-Trainee</b> |
| <b>Institute Name</b> | <b>Others</b>                            |

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

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

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



## Annexure 2

|   |   |
|---|---|
| <p><b>Ahmedabad</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Garima Park,IT/ITES SEZ,Plot # 41,<br/>Gandhinagar - 382007</p>   | <p><b>Bangalore</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Gate 1, No 42, Think campus, Electronic City phase II,<br/>Bangalore - 560100,Karnataka</p>   |
| <p><b>BUBANESHWAR</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Training Lab Venue:-Barabati, IRC Block, Ground Floor,<br/>Tata Consultancy Services Limited, (UNIT-II) - BARBATI<br/>SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO.<br/>35, CHANDAKA INDUSTRIAL ESTATE, PATIA,<br/>Bhubaneswar - 751024</p> | <p><b>Chennai</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>415/21-24, Kumaran Nagar, Old Mahabalipuram Rd,<br/>TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>  |
| <p><b>DELHI – Gurgaon</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Block C, Kings Canyon, ASF Insignia, Gurgaon -<br/>Faridabad Road, Gawal Pahari, Gurgaon - 122003,<br/>Haryana</p>  | <p><b>DELHI – Noida</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Plot No. A-44 &amp; A-45,Ground, 1st to 5th Floor &amp; 10th<br/>floor, Glaxy Business Park, Block - C &amp; D, Sector - 62,<br/>Noida - 201 309,UP</p>                           |
| <p><b>Guwahati</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati -<br/>781006,Assam</p>   | <p><b>Hyderabad</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Q City, Nanakramguda, Hyderabad</p>   |
| <p><b>INDORE</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>IT/ITES SEZ, Scheme No. 151 &amp; 169-B, Super Corridor,<br/>Village Tigariya Badshah &amp; Bada Bangarda, Tehsil<br/>Hatod, Indore - 452018,<br/>Madhya Pradesh</p>   | <p><b>KOLKATA</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services Limited,<br/>Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New<br/>Town, Rajarhat, Kolkata - 700160,West Bengal OR<br/>Auditorium,2nd Floor, Wanderers Building,Delta Park -<br/>Lords</p> |
| <p><b>KOCHI</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>TCS centre, Infopark Road Infopark Campus, Infopark ,<br/>Kakkanad, Kerala 682042</p>   | <p><b>MUMBAI</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Yantra Park, Pokharan Road Number 2, TCS Approach<br/>Rd, Thane, West, Thane, Maharashtra 400606</p>   |
| <p><b>NAGPUR</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services Limited,<br/>Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>  | <p><b>PUNE</b><br/>TCS XP HR Lead<br/>Tata Consultancy Services,<br/>Plot No. 2 &amp; 3, MIDC-SEZ, Rajiv Gandhi Infotech Park,<br/>Hinjewadi Phase III, Pune - 411057,Maharashtra</p>   |
| <p><b>Trivandrum</b><br/>TCS XP HR Lead<br/>Tata Consultancy Serives,<br/>Peepul Park, Technopark Campus ,Kariyavattom P.O.<br/>Trivandrum - 695581, India</p>  |   |



## Annexure 3

### Confidentiality and IP Terms and Conditions

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



## **2. Associate's Obligations**

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

## **3. Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



#### **4. Prior knowledge**

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

#### **5. Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

#### **6. Security policies and Guidelines.**

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

#### **7. Working in SBWS Framework:**

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

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

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

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

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

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

## **8. Restriction on Associate's Rights**

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

## **9. No License**

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



## 10. Equitable Rights

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

## 11. General

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

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

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

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



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

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





**GOVERNMENT OF MAHARASHTRA**  
**STATE COMMON ENTRANCE TEST CELL, MAHARASHTRA STATE**  
 8th Floor, New Excelsior Building, A.K.Nayak Marg, Fort, Mumbai-400001. (M.S.)


Application Form for Admission to First Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2023-24

Application ID : ME23601516 Version No : 1

**Registration Category Details**

Registration Category: **Non Sponsored**

**Personal Details**

|                           |                       |             |   |
|---------------------------|-----------------------|-------------|---|
| Candidate's Full Name     | NALANDA SUBHASH BAGDE |             |  |
| Father's Name             | SUBHASH BAGDE         |             |   |
| Mother's Name             | SAVITA                |             |   |
| Gender                    | Female                |             |   |
| Date of Birth             | 11/07/1999            |             |   |
| Candidature Type          | Maharashtra - Type A  |             |   |
| Person with Disability    | Not Applicable        |             |   |
| Category                  | SC                    |             |   |
| Category for Admission    | SC                    |             |   |
| Applied for EWS           | No                    |             |   |
| Is Orphan Candidate       | No                    |             |   |
| Minority Candidature Type | No                    |             |   |
| Application Fee Paid ( )  | 800/-                 | Nationality | Indian  |

**Qualification Details**

| Qualification           | Marks Obtained                                 | Marks OutOf       | Percentage             |
|-------------------------|--|-------------------|------------------------|
| SSC English Marks       | 79.00  | 100.00            | 79.00                  |
| SSC Science Marks       | 61.00  | 100.00            | 61.00                  |
| SSC Mathematics Marks   | 51.00  | 100.00            | 51.00                  |
| SSC Aggregate Marks     | 372.00   | 500.00            | 74.40                  |
| HSC Aggregate Marks     | 1199.00  | 1650.00           | 72.67                  |
| Graduation (CGPA)       | 8.61   | 10.00             | 86.00                  |
| Graduation Degree       | B.E./B.Tech.                                   | Graduation Branch | Electrical Engineering |
| Graduation University   | Rashtrasant Tukadoji Maharaj Nagpur University |                   |                        |
| Graduation Passing Year | 2021   | Graduation Status | Passed                 |

**GATE/GPAT Details**

|                |                             |                            |               |
|----------------|-----------------------------|----------------------------|---------------|
| Discipline     | Electrical Engineering (EE) | Registration No. / Roll No | EE23S32051315 |
| Appearing Year | 2022                        | Score                      | 100.00        |
| Marks          | 13.00                       |                            |               |

**List of Documents Required at the time of Document Verification and Confirmation at Scrutiny Center**

| Sr. No. | Document Name   |
|---------|---|
| 1.      | Certificate of Indian Nationality in the Name of the Candidate.   |
| 2.      | Domicile Certificate of the Candidate showing his / her Domicile State is Maharashtra.  |
| 3.      | Caste Certificate clearly mentioning the Category of the Candidate and also the remarks that the caste is recognised as backward class in the State of Maharashtra. |
| 4.      | Caste / Tribe Validity Certificate in the Name of the Candidate, issued by the Caste / Tribe Validity Committee of Maharashtra State.                               |
| 5.      | Statement of Marks or Certificate of Passing SSC / Equivalent Examination.  |
| 6.      | Statement of Marks or Certificate of Passing HSC / Equivalent Examination / Passing Marksheet / Certificate of Passing Diploma in Engineering and Technology.       |
| 7.      | Graduation Mark sheet from recognized University.   |
| 8.      | Valid Score Card of GATE / GPAT.  |

**Declaration**

I have read all the rules of admission and information brochure for admission to the first year of post graduate technical courses in engineering and technology for the academic year 2023-24. The information given by me in this application is true to the best of my knowledge & belief. If at any stage I am found to have furnished wrong information and/or forged/Xerox copy or submitted false verification, I am aware that my admission to the course and fees paid by me will be forfeited. Further I will be subject to legal and/or penal action as per the provisions of the law.

Date : 05/07/2023  
 Place :  
 Printed On : 05/07/2023 4:43:33 PM  
 Last Modified On : 05/07/2023 4:42:58 PM  
 Last Modified By : ME23601516, 106.220.83.67:60734

Principal  
 Guru Nanak Institute of  
 Engineering & Technology  
 Nagpur-441501

Signature of Applicant  
 (NALANDA SUBHASH BAGDE)



State Common Entrance Test Cell, Maharashtra State, Mumbai  
8th Floor, New Excelsior Building, A.K. Nayak Marg, Fort, Mumbai-  
400001.(M.S.)



Receipt-cum-Acknowledgement of Institute Level Admission as  
for Admission to First Year Post Graduation Technical Course in  
Management Admissions (MBA/MMS) for the year 2022 - 2023

Application ID : MB22113267

Personal Details :

|                     |                                      |                          |                 |
|---------------------|--------------------------------------|--------------------------|-----------------|
| Full Name           | SAMRIT SHRADDHA SHOBHALAL            |                          |                 |
| Nationality         | Indian                               | Date of Birth            | 17-07-2000      |
| Gender              | Female                               | Annual Family Income (₹) | 15,001 - 50,000 |
| Category-Caste      | OBC - Teli                           |                          |                 |
| Applied For EWS     | N.A.                                 |                          |                 |
| PH Type             | N.A.                                 |                          |                 |
| Type of Candidature | Maharashtra State Candidate - Type A |                          |                 |



Institute Level Fee is filled by online payment of Rs. 1000/-

|                 |        |                |            |                |                      |
|-----------------|--------|----------------|------------|----------------|----------------------|
| Paid Amount (₹) | 1000/- | Payment Status | Successful | Transaction Id | order_KaGVarKDfphGoR |
|-----------------|--------|----------------|------------|----------------|----------------------|

Institute Details :

|                           |  |                |                    |
|---------------------------|--|----------------|--------------------|
| Institute Name            | 4134 - Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur (Un-Aided - Non-Autonomous - Non-minority) |                |                    |
| Tuition Fees (₹)          | 1000/-   | Course Name    | 413410110-M. B. A. |
| Development Fees (₹)      | 0/-  | Admission Date | 22-11-2022         |
| Other Fees (₹)            | 660/-  | Admission Type | Against CAP        |
| Total Fees (₹)            | 1660/-   | Remark         | ok                 |
| Institutes level merit no | 0  |                |                    |

**Declaration by Candidate :** I hereby agree to conform to rules, acts and laws enforced by Government. I hereby undertake that so long as I am student of College/ Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal/Director of the institute/college will have rights to expel, rusticate me from the institute, for any infringement of the rules prescribed by the college/institute/university/Government and the undertaking given above.

Date: 23-11-2022

*[Signature]*  
Signature of Candidate  
(SAMRIT SHRADDHA SHOBHALAL)

Place :



**Declaration by the College/Institute :** We hereby declare that we are admitting this Candidate to our College / Institute for First Year Post Graduation Technical Course in Management Admissions (MBA/MMS) for the year 2022-2023 on verification of Candidate's Identity. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Seal of Guru Nanak Institute of Engineering &  
Technology, Kalmeshwar, Nagpur

*[Signature]*  
Signature of Institute Officer (4134)

Reported On: 23-11-2022 01:17:41 PM

Reported By: 4134

Printed On : 23-11-2022 01:17:44 PM

Printed By: 4134

Last Modified On : 23-11-2022 01:17:41 PM

Last Modified By: 4134

*[Signature]*  
Principal

Guru Nanak Institute of Engineering &  
Technology, Nagpur - 441504

## Receipt-Cum-Acknowledgement of Confirmation of Admission to First Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2022-23

Application ID : ME22603136      Receipt No : 41341952

### Personal Details

|                     |                           |                        |                |
|---------------------|---------------------------|------------------------|----------------|
| Candidate Name      | BAINGANE ROHINI TUKARAMJI | Date Of Birth          | 05/08/1992     |
| Gender              | Female                    | Person with Disability | Not Applicable |
| Candidature Type    | Maharashtra - Type A      | Category for Admission | Open           |
| Category            | Open                      | Applied for Orphan     | No             |
| Applied for EWS     | No                        | Religious Minority     | Not Applicable |
| Linguistic Minority | Not Applicable            |                        |                |

### Admission Details

|                |   |                   |            |
|----------------|---|-------------------|------------|
| Merit No       | 425   | Merit Marks       | 64.2       |
| Institute Name | 4134 - Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur |                   |            |
| Course Name    | Computer Science and Engineering  |                   |            |
| Choice Code    | 413424210S  | Seat Type         | GOPENS     |
| Preference No. | 1   | Date of Admission | 16/10/2022 |

### Fee Details

| Sr. No. | Payment Mode | Fee Amount (₹) | DD/Cheque Number | Payment Date | Bank Name | Branch Name |
|---------|--------------|----------------|------------------|--------------|-----------|-------------|
| 1.      | Cash         | 660/-          |                  | 16/10/2022   |           |             |

### List of Documents Submitted at Institute

| Sr. No. | Document Name   |
|---------|---|
| 1.      | Certificate of Indian Nationality in the Name of the Candidate.   |
| 2.      | School Leaving Certificate of the Candidate showing his / her Place of Birth in the State of Maharashtra.   |
| 3.      | Statement of Marks or Certificate of Passing SSC / Equivalent Examination.  |
| 4.      | Statement of Marks or Certificate of Passing HSC / Equivalent Examination / Passing Marksheet/Certificate of 3 years Diploma in Engineering and Technology. |
| 5.      | Graduation Mark sheet from recognized University.   |
| 6.      | Proforma - P (Format of Certificate by current employer/Management for Sponsored Candidates)  |
| 7.      | Proforma - Q Undertaking ( FOR SPONSORED CANDIDATES)  |

Comments : ok

### Undertaking By Candidate

I hereby agree to confirm to rules, acts and laws enforced by Government from time to time. I hereby undertake that so long as I am student of College / Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal / Director of College / Institute will have rights to expel, rusticate me from the Institute, for any infringement of the rules prescribed by the college / institute / university / government and the undertaking given above. I also herewith undertake that, at later stage, if it is found that I have submitted false certificate(s)/document(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subjected to legal and/or penal action as per the provisions of the law.

Place :                      Date :

Printed On : 16/10/2022 1:55:26 PM

Signature of Candidate  
(BAINGANE ROHINI TUKARAMJI)

### Declaration by the College / Institute

We hereby declare that, we are admitting this Candidate to our Institution for the Academic Year 2022-23 on verification of Candidate's identity and all the required documents mentioned. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Printed By : 4134

Reported By : 4134

Reported On : 16/10/2022 1:54:59 PM



Name, Designation and Signature of the Issuing Officer

Principal  
Guru Nanak Institute of Engineering &  
Technology, Kalmeshwar, Nagpur

10/16/22, 2:56 PM

State Common Entrance Test Cell, Government of Maharashtra

1

## Receipt-Cum-Acknowledgement of Confirmation of Admission to First Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2022-23

Application ID : ME22603101      Receipt No : 41341954

### Personal Details

|                     |                      |                        |                |
|---------------------|----------------------|------------------------|----------------|
| Candidate Name      | GHATE TRUPTI RAJU    | Date Of Birth          | 08/09/1997     |
| Gender              | Female               | Person with Disability | Not Applicable |
| Candidature Type    | Maharashtra - Type A | Category for Admission | Open           |
| Category            | Open                 | Applied for Orphan     | No             |
| Applied for EWS     | No                   | Religious Minority     | Not Applicable |
| Linguistic Minority | Not Applicable       |                        |                |

### Admission Details

|                |   |                   |            |
|----------------|---|-------------------|------------|
| Merit No       | 140   | Merit Marks       | 73.4       |
| Institute Name | 4134 - Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Haggur |                   |            |
| Course Name    | Computer Science and Engineering  | Seat Type         | GOPENS     |
| Choice Code    | 413424210S  | Date of Admission | 16/10/2022 |
| Preference No. | 1   |                   |            |

### Fee Details

| Sr. No. | Payment Mode | Fee Amount ( ) | DD/Cheque Number | Payment Date | Bank Name | Branch Name |
|---------|--------------|----------------|------------------|--------------|-----------|-------------|
| 1.      | Cash         | 660/-          |                  | 16/10/2022   |           |             |

### List of Documents Submitted at Institute

| Sr. No. | Document Name   |
|---------|---|
| 1.      | Certificate of Indian Nationality in the Name of the Candidate.   |
| 2.      | School Leaving Certificate of the Candidate showing his / her Place of Birth in the State of Maharashtra.   |
| 3.      | Statement of Marks or Certificate of Passing SSC / Equivalent Examination.  |
| 4.      | Statement of Marks or Certificate of Passing HSC / Equivalent Examination / Passing Marksheet/Certificate of 3 years Diploma in Engineering and Technology. |
| 5.      | Graduation Mark sheet from recognized University.   |
| 6.      | Proforma - P (Format of Certificate by current employer/Management for Sponsored Candidates)  |
| 7.      | Proforma -Q Undertaking ( FOR SPONSORED CANDIDATES)   |

Comments : Ok

### Undertaking By Candidate

I hereby agree to confirm to rules, acts and laws enforced by Government from time to time. I hereby undertake that so long as I am student of College / Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal / Director of College / Institute will have rights to expel, rusticate me from the Institute, for any infringement of the rules prescribed by the college / Institute / university / government and the undertaking given above. I also herewith undertake that, at later stage, if it is found that I have submitted false certificate(s)/document(s), I am aware that my admission stands cancelled and fee paid by me will be forfeited. Further I will be subjected to legal and/or penal action as per the provisions of the law.

Place :

Date :

Signature of Candidate  
(GHATE TRUPTI RAJU)

Printed On : 16/10/2022 2:56:14 PM

### Declaration by the College / Institute

We hereby declare that, we are admitting this Candidate to our Institution for the Academic Year 2022-23 on verification of Candidate's Identity and all the required documents mentioned. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Printed By : 4134

Reported By : 4134

Reported On : 16/10/2022 2:56:01 PM



Name, Designation and Signature of the Issuing Officer

Principal  
Guru Nanak Institute of Engineering &  
Technology Nanour-441501

## Receipt-Cum-Acknowledgement of Confirmation of Admission to First Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2021-22

Application ID : ME21603492      Receipt No : 41341959

### Personal Details

|                     |                      |                        |                |            |
|---------------------|----------------------|------------------------|----------------|------------|
| Candidate Name      | PADHYE MAYURI VIVEK  |                        | Date Of Birth  | 03/04/1994 |
| Gender              | Female               | Person with Disability | Not Applicable |            |
| Candidature Type    | Maharashtra - Type A | Category for Admission | Open           |            |
| Category            | Open                 | Applied for Orphan     | No             |            |
| Applied for EWS     | No                   | Religious Minority     | Not Applicable |            |
| Linguistic Minority | Not Applicable       |                        |                |            |

### Admission Details

|                |   |                   |            |  |
|----------------|---|-------------------|------------|--|
| Merit No       | 825   | Merit Marks       | 56.5       |  |
| Institute Name | 4134 - Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur |                   |            |  |
| Course Name    | Computer Science and Engineering  |                   |            |  |
| Choice Code    | 413424210S  | Seat Type         | GOPENS     |  |
| Preference No. | 1   | Date of Admission | 02/12/2021 |  |

### Fee Details

| Sr. No. | Payment Mode | Fee Amount (₹) | DD/Cheque Number | Payment Date | Bank Name | Branch Name |
|---------|--------------|----------------|------------------|--------------|-----------|-------------|
| 1.      | Cash         | 1,000/-        |                  | 02/12/2021   |           |             |

### List of Documents Submitted at Institute

| Sr. No. | Document Name   |
|---------|---|
| 1.      | Certificate of Indian Nationality in the Name of the Candidate.   |
| 2.      | School Leaving Certificate of the Candidate showing his / her Place of Birth in the State of Maharashtra. |
| 3.      | Statement of Marks or Certificate of Passing SSC / Equivalent Examination.                                |
| 4.      | Statement of Marks or Certificate of Passing HSC / Equivalent Examination.                                |
| 5.      | Graduation Mark sheet from recognized University.   |
| 6.      | Proforma - P (Format of Certificate by current employer/Management for Sponsored Candidates)              |
| 7.      | Proforma - Q Undertaking ( FOR SPONSORED CANDIDATES)  |

Comments : ok

### Undertaking By Candidate

I hereby agree to confirm to rules, acts and laws enforced by Government from time to time. I hereby undertake that so long as I am student of College / Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal / Director of College / Institute will have rights to expel, rusticate me from the institute, for any infringement of the rules prescribed by the college / institute / university / government and the undertaking given above. I also herewith undertake that, at later stage, if it is found that I have submitted false certificate(s)/document(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subjected to legal and/or penal action as per the provisions of the law.

Place :

Date :

*Maureli*

Signature of Candidate  
(PADHYE MAYURI VIVEK)

Printed On : 02/12/2021 6:38:09 PM

### Declaration by the College / Institute

We hereby declare that, we are admitting this Candidate to our Institution for the Academic Year 2021-22 on verification of Candidate's Identity and all the required documents mentioned. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Printed By : 4134

Reported By : 4134

Reported On : 02/12/2021 6:34:18 PM



*M...*  
Name, Designation and Signature of the Issuing Officer

**Principal**  
Guru Nanak Institute of Engineering &  
Technology Nagpur- 441501



State Common Entrance Test Cell, Maharashtra State, Mumbai  
8th Floor, New Excelsior Building, A.K. Nayak Marg, Fort, Mumbai-  
400001. (M.S.)



Receipt-cum-Acknowledgement of Institute Reporting for Admission to  
First Year Post Graduate Technical Courses in Management Admissions  
(MBA/MMS) for the year 2021 - 2022

Application ID : MB21155562

Personal Details

|  |                         |                          |                                      |
|--|-------------------------|--------------------------|--------------------------------------|
| Full Name                              | RAIPURE SHRUTI SHRIDHAR | Gender                   | Female                               |
| Nationality                            | Indian                  | Annual Family Income (₹) | 50,001 - 1,00,000                    |
| Date of Birth (DD-MM-YYYY)             | 17-08-1999              | PWD Type                 | N.A.                                 |
| Category-Caste                         | SC -Mahar               | Orphan Status            | N.A.                                 |
| EWS Status                             | N.A.                    | Type of Candidature      | Maharashtra State Candidate - Type A |
| Religious Minority/Linguistic Minority | N.A.                    |                          |                                      |



Seat Acceptance Fee is filled by online payment of Rs. 1000/-

|                 |        |                |            |                |                    |
|-----------------|--------|----------------|------------|----------------|--------------------|
| Paid Amount (₹) | 1000/- | Payment Status | Successful | Transaction Id | order_IUUvf0WEQ8IG |
|-----------------|--------|----------------|------------|----------------|--------------------|

Allotment Details

|                      |           |
|----------------------|-----------|
| Allotted Choice Code | 413310110 |
| Allotted Seat Type   | GSCH      |
| Preference No.       | 1         |

Reporting Details

|                      |   |                |                    |
|----------------------|---|----------------|--------------------|
| Institute            | Sanmarg Shikshan Sanstha's Smt. Radhikatali Pandav College of Engineering, Nagpur |                |                    |
| Tuition Fees (₹)     | 0/-   | Course         | 413310110-M. B. A. |
| Development Fees (₹) | 8250/-  | Admission Date | 07-12-2021         |
| Other Fees (₹)       | 0/-   | Admission Type | CAP Round          |
| Total Fees (₹)       | 8250/-  |                |                    |
| Remark               | CONFIRM   |                |                    |

**Declaration by Candidate :** I hereby agree to conform to rules, acts and laws enforced by Government. I hereby undertake that so long as I am student of College/Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal/Director of the institute/college will have rights to expel, rusticate me from the institute, for any infringement of the rules prescribed by the college/institute/university/Government and the undertaking given above.

Date: 23-12-2021

*Raipure*  
Signature of The Candidate  
(RAIPURE SHRUTI SHRIDHAR)

Place : Nagpur



INSTITUTE USE ONLY

**Declaration by the College/Institute :** We hereby declare that, we are admitting this Candidate to our College / Institute for First Year Post Graduate Technical Courses in Management Admissions (MBA/MMS) for the year 2021 - 2022 on verification of Candidate's Identity. The candidate has paid the Fee mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Seal of Sanmarg Shikshan Sanstha's Smt.  
Radhikatali Pandav College of Engineering, Nagpur

Signature of Institute Officer (4133)

Reported On : 07-12-2021 04:23:30 PM

Reported By : 4133

Printed On : 23-12-2021 01:30:56 PM

Printed By : 4133

Last Modified On : 07-12-2021 04:23:30 PM

Last Modified By : 4133

URL : <https://mbausers21cap.mahacet.org.in/cetmba21/mba21/index.php/InstituteReportingController/admitReceipt?id=NTg2OA==&md=MQ==>

## Receipt-Cum-Acknowledgement of Confirmation of Admission to First Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2021-22

Application ID : ME21602118      Receipt No : 41341964

### Personal Details

|                     |                        |                        |                |
|---------------------|------------------------|------------------------|----------------|
| Candidate Name      | DHONGADE PRACHI SURESH | Date Of Birth          | 07/10/1999     |
| Gender              | Female                 | Person with Disability | Not Applicable |
| Candidature Type    | Maharashtra - Type A   | Category for Admission | SC             |
| Category            | SC                     | Applied for Orphan     | No             |
| Applied for EWS     | No                     | Religious Minority     | Not Applicable |
| Linguistic Minority | Not Applicable         |                        |                |

### Admission Details

|                |   |                   |            |
|----------------|---|-------------------|------------|
| Merit No       | 1395  | Merit Marks       | 11         |
| Institute Name | 4134 - Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur |                   |            |
| Course Name    | Power Electronics and Systems   |                   |            |
| Choice Code    | 413459210   | Seat Type         | GOPENS     |
| Preference No. | 1   | Date of Admission | 03/12/2021 |

### Fee Details

| Sr. No. | Payment Mode | Fee Amount ( ) | DD/Cheque Number | Payment Date | Bank Name | Branch Name |
|---------|--------------|----------------|------------------|--------------|-----------|-------------|
| 1.      | Cash         | 1,000/-        |                  | 03/12/2021   |           |             |

### List of Documents Submitted at Institute

| Sr. No. | Document Name   |
|---------|---|
| 1.      | Certificate of Indian Nationality in the Name of the Candidate.   |
| 2.      | Domicile Certificate of the Candidate showing his / her Domicile State is Maharashtra.  |
| 3.      | Caste Certificate clearly mentioning the Category of the Candidate and also the remarks that the caste is recognised as backward class in the State of Maharashtra. |
| 4.      | Caste / Tribe Validity Certificate in the Name of the Candidate, issued by the Caste / Tribe Validity Committee of Maharashtra State.                               |
| 5.      | Statement of Marks or Certificate of Passing SSC / Equivalent Examination.  |
| 6.      | Statement of Marks or Certificate of Passing HSC / Equivalent Examination.  |
| 7.      | Graduation Mark sheet from recognized University.   |
| 8.      | Valid Score Card of GATE / GPAT.  |

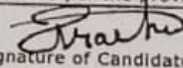
Comments : OK Confirm

### Undertaking By Candidate

I hereby agree to confirm to rules, acts and laws enforced by Government from time to time. I hereby undertake that so long as I am student of College / Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal / Director of College / Institute will have rights to expel, rusticate me from the institute, for any infringement of the rules prescribed by the college / institute / university / government and the undertaking given above. I also herewith undertake that, at later stage, if it is found that I have submitted false certificate(s)/document(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subjected to legal and/or penal action as per the provisions of the law.

Place :                      Date :

Printed On : 03/12/2021 3:30:45 PM

  
Signature of Candidate  
(DHONGADE PRACHI SURESH)

### Declaration by the College / Institute

We hereby declare that, we are admitting this Candidate to our Institution for the Academic Year 2021-22 on verification of Candidate's Identity and all the required documents mentioned. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

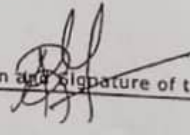
Printed By : 4134

Reported By : 4134

Reported On : 03/12/2021 3:30:40 PM



Name, Designation and Signature of the Issuing Officer

  
Principal

Guru Nanak Institute of Engineering &  
Technology Nagpur-441501

**Receipt-Cum-Acknowledgement of Confirmation of Admission to First Year of Post Graduate Technical Courses in Engineering and Technology for the Academic Year 2021-22**

Application ID : ME21600800      Receipt No : 41341967

**Personal Details**

|                     |                       |                        |                |
|---------------------|-----------------------|------------------------|----------------|
| Candidate Name      | BORKAR PRIYANKA BANDU | Date Of Birth          | 26/07/1999     |
| Gender              | Female                | Person with Disability | Not Applicable |
| Candidature Type    | Maharashtra - Type A  | Category for Admission | SC             |
| Category            | SC                    | Applied for Orphan     | No             |
| Applied for EWS     | No                    | Religious Minority     | Not Applicable |
| Linguistic Minority | Not Applicable        |                        |                |

**Admission Details**

|                |   |                   |            |
|----------------|---|-------------------|------------|
| Merit No       | 1353  | Merit Marks       | 11.33      |
| Institute Name | 4134 - Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur |                   |            |
| Course Name    | Power Electronics and Systems   | Seat Type         | GOPENS     |
| Choice Code    | 413459210   | Date of Admission | 03/12/2021 |
| Preference No. | 1   |                   |            |

**Fee Details**

| Sr. No. | Payment Mode | Fee Amount (₹) | DD/Cheque Number | Payment Date | Bank Name | Branch Name |
|---------|--------------|----------------|------------------|--------------|-----------|-------------|
| 1.      | Cash         | 660/-          |                  | 03/12/2021   |           |             |

**List of Documents Submitted at Institute**

| Sr. No. | Document Name   |
|---------|---|
| 1.      | Certificate of Indian Nationality in the Name of the Candidate.   |
| 2.      | Domicile Certificate of the Candidate showing his / her Domicile State is Maharashtra.  |
| 3.      | Caste Certificate clearly mentioning the Category of the Candidate and also the remarks that the caste is recognised as backward class in the State of Maharashtra. |
| 4.      | Caste / Tribe Validity Certificate in the Name of the Candidate, issued by the Caste / Tribe Validity Committee of Maharashtra State.                               |
| 5.      | Statement of Marks or Certificate of Passing SSC / Equivalent Examination.  |
| 6.      | Statement of Marks or Certificate of Passing HSC / Equivalent Examination.  |
| 7.      | Graduation Mark sheet from recognized University.   |
| 8.      | Valid Score Card of GATE / GPAT.  |

Comments : ok

**Undertaking By Candidate**

I hereby agree to confirm to rules, acts and laws enforced by Government from time to time. I hereby undertake that so long as I am student of College / Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal / Director of College / Institute will have rights to expel, rusticate me from the institute, for any infringement of the rules prescribed by the college / Institute / university / government and the undertaking given above. I also herewith undertake that, at later stage, if it is found that I have submitted false certificate(s)/document(s), I am aware that my admission stands cancelled and fees paid by me will be forfeited. Further I will be subjected to legal and/or penal action as per the provisions of the law.

Place :      Date :

Printed On : 03/12/2021 6:22:35 PM

*Priyanka*  
Signature of Candidate  
(BORKAR PRIYANKA BANDU)

**Declaration by the College / Institute**

We hereby declare that, we are admitting this Candidate to our Institution for the Academic Year 2021-22 on verification of Candidate's Identity and all the required documents mentioned. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Reported By : 4134

Reported By : 4134

Reported On : 03/12/2021 6:22:21 PM



*Diiba*  
Name, Designation and Signature of the Issuing Officer

*Diiba*  
**Principal**  
Guru Nanak Institute of Engineering &  
Technology Nagpur-441301



7



State Common Entrance Test Cell, Maharashtra State, Mumbai  
8th Floor, New Excelsior Building, A.K. Nayak  
Marg, Fort, Mumbai-400001.(M.S.)  
Receipt-cum-Acknowledgement of Institute Reporting for  
Admission to First Year Post Graduate Technical Courses in  
Management Admissions (MBA/MMS) for the year 2021 - 2022



Application ID : MB21117465

## Personal Details

|  |                         |                          |                                      |
|--|-------------------------|--------------------------|--------------------------------------|
| Full Name                              | GONDANE APRAJITA PRADIP | Gender                   | Female                               |
| Nationality                            | Indian                  | Annual Family Income (₹) | 15,001 - 50,000                      |
| Date of Birth(DD-MM-YYYY)              | 30-04-1996              | PwD Type                 | N.A.                                 |
| Category-Caste                         | SC -Mahar               | Orphan Status            | N.A.                                 |
| EWS Status                             | N.A.                    | Type of Candidature      | Maharashtra State Candidate - Type A |
| Religious Minority/Linguistic Minority | N.A.                    |                          |                                      |



Seat Acceptance Fee is filled by online payment of Rs. 1000/-

|                 |        |                |            |                |                      |
|-----------------|--------|----------------|------------|----------------|----------------------|
| Paid Amount (₹) | 1000/- | Payment Status | Successful | Transaction Id | order_IUx9Uo61EPRRto |
|-----------------|--------|----------------|------------|----------------|----------------------|

## Allotment Details

|                          |           |
|--------------------------|-----------|
| State Level Merit Number | 18254     |
| Allotted Choice Code     | 413410110 |
| Allotted Seat Type       | GOPENH    |
| Preference No.           | 1         |

## Reporting Details

|                      |  |                |                    |
|----------------------|--|----------------|--------------------|
| Institute            | Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur |                |                    |
| Tuition Fees (₹)     | 1000/-   | Course         | 413410110-M. B. A. |
| Development Fees (₹) | 0/-  | Admission Date | 08-12-2021         |
| Other Fees (₹)       | 0/-  | Admission Type | CAP Round          |
| Total Fees (₹)       | 1000/-   |                |                    |
| Remark               | OK CONFIRM   |                |                    |

**Declaration by Candidate :** I hereby agree to conform to rules, acts and laws enforced by Government. I hereby undertake that so long as I am student of College/ Institute, I will not behave in a manner which may result in compelling the authorities to take disciplinary action against me. I fully understand that the Principal/Director of the institute/college will have rights to expel, rusticate me from the institute, for any infringement of the rules prescribed by the college/institute/university/Government and the undertaking given above.

Date:08-12-2021

Place :

*Gandane*  
Signature of The Candidate  
(GONDANE APRAJITA PRADIP)



## INSTITUTE USE ONLY

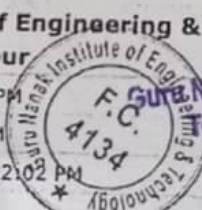
**Declaration by the College/Institute :** We hereby declare that, we are admitting this Candidate to our College / Institute for First Year Post Graduate Technical Courses in Management Admissions (MBA/MMS) for the year 2021 - 2022 on verification of Candidate's Identity. The candidate has paid the Fees mentioned in this receipt. We also declare that the admission of Candidate is confirmed in presence of the Candidate.

Seal of Guru Nanak Institute of Engineering & Technology, Kalmeshwar, Nagpur

Reported On:08-12-2021 04:22:02 PM

Printed On :08-12-2021 04:22:05 PM

Last Modified On :08-12-2021 04:22:02 PM



*[Signature]*  
Principal  
Signature of Institute Officer (4134)

Reported By::4134

Printed By:4134

Last Modified By:4134