



TCS Recruitment -...

14 Oct



to me ▾

Dear **Ruhi Awasthi**,

Congratulations! We are delighted to inform you that you have been successfully completed our initial selection process. We are pleased to share the **TCS** Offer Letter with you.

Your Offer Letter is available to in your NextStep account.

Follow the instructions given below to accept your Offer Letter:

1. Connect to the internet and click on the link: <https://nextstep.tcs.com>.
2. Login to the system using your Login Credentials.
3. To accept the offer letter, click on Offer Letter.
4. Click on **I Accept** button to accept the offer
5. Once you accept the offer letter, you can download the same.

We will be in touch with you to keep you abreast of the latest happenings at **TCS**.

Looking forward to hearing from you soon!

For any query, please contact 1800-209-3111 (toll free)  
/ [ilp.support@tcs.com](mailto:ilp.support@tcs.com)

Warm Regards,  
Talent Acquisition Group



**December 20, 2021**

**Name: Abhishek Kumar Gupta**

**Designation: Associate Consultant**

**Band: A3**

**Work Location: Bangalore/Pune**

**Dear Abhishek,**

Thank you for participating in our campus hiring process. We congratulate you on clearing our selection process and pleased to inform you that you have been shortlisted. We are glad to issue the Letter of Intent to offer employment with Allstate Solutions India Pvt Ltd. (ASPL, India)

However, the offer of employment will be subject to,

- You clearing the course- Graduation / Post Graduation (as applicable), with minimum 60% aggregate marks
- Your consent, that you are flexible to work in any shifts/ rotation shifts, including night shifts/ process /project at ASPL, India.
- You will not have any backlogs on completion of the course.
- Your Successful completion of background check.

Your proposed CTC would be INR **550,000/-** per annum and your work location would be Bangalore or Pune. You would also be eligible for a Joining Bonus of INR **100,000/-** less applicable tax withholdings. The bonus is payable within 30 days of your start date. The payout will be recovered in full (100%) if you leave the organization within one year from the date of joining.

Please be informed that this Letter of Intent is applicable only for ASPL, India and is non-transferrable. It does not constitute a contract of employment or guarantee you any employment with ASPL, India. ASPL, India reserves the right to withdraw this Letter of Intent or to modify any terms, without any prior notice, at its sole discretion.

We look forward to having you onboard and wish you a successful career with the organization.

With best wishes,

A handwritten signature in black ink that reads "Ashish Niranjana". The signature is written in a cursive style and is positioned above the typed name of the sender.

Yours Sincerely,  
For Allstate Solutions India Pvt Ltd.

**Allstate Solutions Private Limited**

RMZ Ecoworld, 7th Floor, Building No. 1, Devarabeesanahalli, Varthur Hobli,  
Bangalore - 560 103, India. Tel : +91-80-4087 3300, Fax: +91-80-30890506  
www.allstate.com/india / aspl@allstate.com  
(Formerly, Northbrook Services India Pvt Ltd. 67-4, 4th Cross, Lavelle Road Bangalore – 560001)

**Date: 13<sup>th</sup> Nov 2021**

To,  
**Mr Ajay Kumar Shukla**  
Bilaspur

**OFFER OF EMPLOYMENT**

Dear Ajay,

We are happy to offer you the role of **“Software Engineer, Zaggle Prepaid Ocean Services Pvt Ltd.** based at **Hyderabad.**

- 1) You are required to join us on or before **10<sup>th</sup> January 2022 as an Intern – Rs. 25000/- Per Month Stipend**  
**Internship Duration – 10<sup>th</sup> January – 30<sup>th</sup> June, 2022 Hyderabad Location**
- 2) Your compensation shall be as follows, from **01<sup>st</sup> July 2022, as a Software Engineer**  
(A) Fixed Pay **Rs.8,00,000/- PA (Rs. Eight Lakhs Per Annum)**
- 3) Your mandatory term of employment with Zaggle shall be for the period of 18 months from your date of joining.

This offer is been made based on the information furnished by you at the time of interview and subsequent interactions.

If there is any discrepancy in the information you have shared /documents / certificates furnished by you, Zaggle retains the right to withdraw this offer.

You will be governed by the Terms and Conditions of the company, which are subject to change from time to time. You shall be issued appointment letter with detailed terms of services on the date of joining.

You are requested to submit the documents as per the annexure attached to this letter at the time of joining.

Upon your joining you will be assigned to Reporting Manager, who would discuss with you the roles & responsibilities for your job.

Please sign the duplicate copy of this letter and return it as a token of your acceptance of this offer and confirming your date of joining Zaggle.

We look forward to your acceptance and welcoming you to the Zaggle family soon.

Sincerely,  
**For Zaggle**

**save | propel | edge | select**

**Zaggle Prepaid Ocean Services Pvt. Ltd.**

**Regd. Office:** Plot No.8, CSR Estate, Sector-1, HUDA Techno Enclave, Madhapur, Hyderabad, Telangana - 500081.

Ph.: 040 23119049 | CIN No.: U65999TG2011PTC074795 | [www.zaggle.in](http://www.zaggle.in)

APPENDIX A

Compensation Structure		
<b>Name : Ajay Kumar Shukla</b>		
<b>Designation : Software Engineer</b>	<b>Date of Joining</b>	01-July-2022
<b>Location : Hyderabad</b>		
	<b>Per Annum</b>	<b>Per Month</b>
<b>Gross Pay (A)</b>		
Basic	240,000	20,000
HRA	120,000	10,000
<b>Flexi-basket (tax benefit) components (Payable in zinger card):</b>	80,000	6,667
Special Allowance	318,856	26,571
<b>Total Gross Pay</b>	<b>758,856</b>	<b>63,238</b>
<b>Accrued Benefits (B)</b>		
Employer Provident Fund	21,600	1,800
Gratuity	11,544	962
Group Health Insurance	8,000	-
<b>Total Accrued Benefits</b>	<b>41,144</b>	<b>3,429</b>
<b>FIXED PAY</b>	<b>800,000</b>	<b>66,667</b>
<b>CTC</b>	<b>800,000</b>	<b>66,667</b>
<b>Statutory Contributions (C)</b>		
Employee Provident Fund	21,600	1,800
Professional Tax	2,400	200
<b>Total Statutory Contributions</b>	<b>24,000</b>	<b>2,000</b>
<b>Net-Salary</b>	<b>734,856</b>	<b>61,238</b>
Gift & LTA will be paid annually		
Gratuity shall be paid as per Gratuity Act 1972		
Any Tax Liability arising out of above compensation structure would be borne by employee.		
<b>For Zaggle</b>		

\*\*Flexi-basket component can be opted from the given wallets out of which meal & gift is mandatory. You can select the amount within in wallets min/max limit of Fixed pay amount.



Zaggle Prepaid Ocean Services Pvt. Ltd.

Regd. Office: Plot No.8, CSR Estate, Sector-1, HUDA Techno Enclave, Madhapur, Hyderabad, Telangana - 500081.

Ph.: 040 23119049 | CIN No.: U65999TG2011PTC074795 | www.zaggle.in

**APPENDIX B****TERMS AND CONDITIONS OF EMPLOYMENT****1. Place of Work**

Although your initial place of work is **Hyderabad**, you may be deputed / transferred to work at any one of the other offices of the Company or at the client sites, as and when considered necessary, solely at the discretion of the Management.

**2. Veracity of Information Provided**

You have been employed here with the presumption that the particulars furnished by you in your resume or testimonials handed over by you are correct. In case they said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, your appointment with the Company shall stand terminated / canceled without any notice.

You are required to submit your originals of your academic and experience proofs for verification, which shall be returned to you immediately after the verification is completed.

**3. Exit clause on Mandate Period of employment**

In case if the emergency/situation arises wherein employee does not serves the required mandatory terms of employment or if employer terminates the employment, either side will be liable to compensate 6 month's salary.

**4. Full Time Employment**

Your employment at **Zaggle** is full time. It is expected that your loyalty to the company be not divided through additional part time/full time employment, or any other trade/business/profession. Any such activity should be pursued only after having discussed and obtained written permission from the management.

**5. Service Rules and Regulations:**

During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the Company's policies and rules regarding Leave, Provident Fund, Bonus and Medical Reimbursement, Leave Travel Assistance, Misconduct, Indiscipline or/and other matters.

**6. Professional Ethics:**

You are required to deal with the company's money, material and documents with utmost honesty and professional ethics. If you are found guilty, at any point of time of moral turpitude or dishonest in dealing with the company's money or material or documents or any affairs of the company or of theft or of misappropriation, regardless of the value involved, your services will be terminated with immediate effect, notwithstanding other terms and conditions mentioned in the appointment letter.

You are required to keep the image and reputation of the Company while dealing with the external Customers or Clients and have to maintain the Organizational Values, Norms & Culture while Interacting with Other Corporate or Business Associates.

**Signature of the employee**

**save | propel | edge | select**

**Zaggle Prepaid Ocean Services Pvt. Ltd.**

**Regd. Office:** Plot No.8, CSR Estate, Sector-1, HUDA Techno Enclave, Madhapur, Hyderabad, Telangana - 500081.

Ph.: 040 23119049 | CIN No.: U65999TG2011PTC074795 | www.zaggle.in

**7. Notice Period**

In the event of your resignation, post completion of mandate term of employment, you will be required to serve 2 month's notice or with mutual consideration after confirmation to ensure smooth transition / hand over of duties. In the event of requisite period of notice not being given, either side will be liable to compensate proportionately to the extent of salary and allowances due for the period of shortfall in notice period or waive off the notice period.

The company may terminate the services of an individual on the grounds of non-performance, dishonesty / theft, moral turpitude, loss to company, etc.

**8. Safe Custody of Company Material:**

You are responsible for the safekeeping, good condition and order of all the Company property entrusted to your care and charge. The company reserves the right to deduct the cost of such articles from your dues, or take such actions as may be deemed proper, in the event of failure to account for such property, to our satisfaction.

**9. Confidentiality of Company Information**

You are expected not to divulge in misuse or pass on the information regarding confidential data, reports, technology, expertise, R&D activities, business plans or Vendors, products, quotations/ prices, client relation details to any one in any form which are of detrimental to the company's interest. Any misuse of the confidential information shall become a Moral Turpitude and company shall have right to take Disciplinary actions against you. To this effect you are required to sign a Non-Disclosure Agreement at the time of joining which would be effective during and after your employment with Zaggle.

**10. Authorization**

Only those authorized under power of attorney may sign legal documents, representing the organization.

**11. Security**

If there is a need to take some of the equipment's/infrastructure/ products out of the office premises for any reasons shall obtain a gate pass from the security staff after the authorization from the Concerned Authorities.

**12. Destroying papers & materials**

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

**13. Use of Company Resources**

You shall use the company's resources only for official purpose. You are requested to use the Company resources to an optimum extent with no wastage.

**14. Medical Test Reports**

The Company reserves the right to have you undergo medical examination from time to time. The Appointment will at all time be subjected to a doctor certified to be fit to carry out your duties

Signature of the employee

 **save** |  **propel** |  **edge** |  **select**

**Zaggle Prepaid Ocean Services Pvt. Ltd.**

**Regd. Office:** Plot No.8, CSR Estate, Sector-1, HUDA Techno Enclave, Madhapur, Hyderabad, Telangana - 500081.

Ph.: 040 23119049 | CIN No.: U65999TG2011PTC074795 | [www.zaggle.in](http://www.zaggle.in)



**15. Confidentiality of Salary Information**

You are required to strictly maintain the secrecy of salary and ensure that you do not divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee of the Company. In the similar way, when deputed to work/interact at the client site, you are expected to maintain full confidentiality regarding your salary packages and are expected not to discuss or disclose the same to any member of the client staff.

**16. Inventions / Innovations Rights**

The company reserves its right on any innovations / inventions / discoveries / products made / developed during your employment with the company and you should not make any claims on the said innovations / discoveries, etc.

**17. Income Tax Liability**

The Income Tax liability with regards to your salary and perks will be your liability and will be governed by the tax laws of the country as applicable from time to time.

**18. Superannuation**

The employee would be superannuated from the services of the organization on attaining the age of 58 years. Your date of birth as per official records would be taken into consideration as per the Date of Birth record submitted at the time of joining.

**19. Relieving Formality**

All the related documents relating to the Organization need to be submitted to the concerned reporting authority before relieving from the employment. All information relation to the Business Status, work status need to updated to the concerned people with a view to have uninterrupted flow of work during the Transition. On last day of the employment NO DUE FORM should be filled up with all the authorized signatories and to be submitted to HR for full and final settlement.

**20. Non - Competition clause.**

After leaving the employment of the company, you will not carry out any business activity that are identical to that of Zaggle business domain, nor employee yourself in a firm/company carrying similar business for a minimum period of 12 months from exit to avoid any conflict of interest. Moreover, you will not solicit any Zaggle employee and/or customer within 12 months of leaving the company.

The Terms and conditions of Employment are based on Company Policies, Practices and other rules currently applicable and are subject to amendments from time to time. You will also abide by all other rules and regulations of the company, which shall be in force, from time to time.

In all matters, including those not specifically covered here and not limited to such as traveling, Leave, etc., you will be governed by the rules of the company framed from time to time.

**I have read the above terms and conditions of employment and would hereby confirm strict adherence to the same**

**Name:**

**Designation:**

**Place:**

**Date:**

**Signature of the Employee**



**Zaggle Prepaid Ocean Services Pvt. Ltd.**

**Regd. Office:** Plot No.8, CSR Estate, Sector-1, HUDA Techno Enclave, Madhapur, Hyderabad, Telangana - 500081.

Ph.: 040 23119049 | CIN No.: U65999TG2011PTC074795 | www.zaggle.in



## **APPOINTMENT LETTER**

April 5, 2022

Dear AJAY KUMAR,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

### **1. Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

### **2. Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other



relevant criteria.

### 3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. [mywipro.wipro.com](http://mywipro.wipro.com)

### 4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

### 5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
  - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
  - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
  - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

## 6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

## 7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

## 8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

## 9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
  - i. You have not scored minimum aggregate marks of 60% in your 10<sup>th</sup> Standard or equivalent education.
  - ii. You have not scored minimum aggregate marks of 60% in your 12<sup>th</sup> Standard or equivalent education.
  - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
  - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

and 60% in post-graduation.

v. You have any pending backlogs/ arrears on the date of appointment.

**Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.**

#### **10. Training Agreement:**

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least 12** months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

#### **11. Notice Period & Termination:**

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

#### **12. Pre Joining Program (PJP):**

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,  
For **Wipro Limited**,



**Aparna Shailen**  
**General Manager - Human Resources**

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

#### **ANNEXURE I**

### **DECLARATION ON CONFLICT OF INTEREST**

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

**Noted below are a few examples of conflict of interest:**

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

### **Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders**

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: [polycyclclearinghouse@wipro.com](mailto:polycyclclearinghouse@wipro.com).
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:
  - a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
  - b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
  - c. Unauthorized disclosure or communication of UPSI.
  - d. Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to [policyclearinghouse@wipro.com](mailto:policyclearinghouse@wipro.com).

## ANNEXURE II

### PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I AJAY KUMAR, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

## ANNEXURE III

### SALARY OFFER SHEET

**Name: AJAY KUMAR**

**Position: Project Engineer**

**Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>

**Total Cost to Company per annum****3,50,004**

\*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

#### ANNEXURE – IV

##### Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

- I. The special bonus is subject to:
  - a. you being "active" in the services of the company through to retention date as applicable
  - b. your employment has not been terminated for poor performance or for cause prior to retention date
  - c. you have not resigned voluntarily or abandoned your job as of the retention date
- II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.
- III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts
- IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy
- V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.
- VI. You shall keep the contents of this letter confidential



## ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

## ANNEXURE – VI

### Variable Pay - A BRIEF OVERVIEW

#### **Variable Pay Policy Summary & Computation:**

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

### SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

#### **Basic, Additional Allowance and Bonus**

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

#### **House Rental Allowance:**

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

#### **Wipro Benefit Plan (WBP):**

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

##### **1. Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

## 2. **Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

## 3. **Non-transferable Meal card:**

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

## 4. **Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

## 5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

## **Retirement Benefits:**

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

## **Travel, Accommodation, Food & Other Miscellaneous Expenses**

### **Travel**

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

### **Accommodation, Food & other Miscellaneous Expenses**

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
  - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

**Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.**

### **SUMMARY SOCIAL SECURITY & OTHER BENEFITS\***

#### Medical

1. Medical Assistance Program (MAS)\*\*: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium, 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

#### Gratuity Benefit\*\*: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

#### Survivor Benefit Pension Program\*\*:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic \* No of years to Retirement \* Grade Factor \* % based on number and age of surviving members.

I.e.  $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$  per month as supplementary pension payable. \*Grade Factor is a band specific predefined pension Accrual rate.

#### Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

\*\* These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

## 1. Your Life and Accident Cover :

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

## 2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept       Decline

Signature **AJAY KUMAR 5/4/2022 11:10 AM**

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

**Wipro Limited**      T :+91 (80) 2844 0011

Doddakannelli      F :+91 (80) 2844 0054

Sarjapur Road      E :info@wipro.com

Bengaluru 560 035      W :wipro.com



25th December 2021

Dear Akhil,

We are pleased to offer you the post of **Technical Trainee** with Gemini Solutions Private Limited as of **25th Dec 2021** and you will report to us on **3<sup>rd</sup> Jan, 2022** post which we shall make your final assignments. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such position and as the Board of Directors, or its authorized representative may from time to time require. You shall devote your full business efforts, time to the company, and agree to perform your duties faithfully and to the best of your ability. **You agree not to engage in any other employment, occupation or consulting activity for any direct or indirect remuneration without the prior approval of your supervisor.**

To address and appropriately deal with any instances or behaviour that comes under following clauses, Zero Tolerance Policy (ZTP) (which includes immediate termination) is applicable to all employees of Gemini Solutions:

- a) Demonstrate non-professional behaviour/attitude towards customer/ clients.
- b) Usage of profane, vulgar, or abusive language.
- c) Offensive or inappropriate references to Race, Ethnicity, Religion, Gender, Lifestyle, Sexual Orientation, Disability and Age.
- d) Consistent interruptions in a rude and sarcastic manner with client.
- e) Unauthorized release of confidential information.
- f) Inappropriate fraternization with clients.
- g) Coming to work intoxicated or any disciplinary issues on the floor.
- h) Extended unscheduled breaks, unapproved/ unscheduled leaves, reporting late to work etc.
- i) Disparaging remarks about Gemini Solutions or Clients.

If the ZTP Committee decided to terminate the concerned employee immediately, then the standard full and final procedures are followed after the due consideration depending on seriousness of issue.

You understand and Agree that neither your job performance nor promotions, commendations, bonuses or the like from the Company give rise to or in any way serve as the basis for modification, amendment, or extension, by implication or otherwise, of your employment with the Company.

You will be compensated **Rs.15000 (Fifteen Thousand only)** per month for the work performed during the training. You will be paid in accordance with the company's normal payroll practices and be subject to the usual, required withholding.

**While employed hereunder, you will not be entitled to participate in the employee benefit plans maintained by the Company, if any. You will be eligible for paid leave and paid holidays only as approved by your supervisor. The company will provide you with free Lunch and refreshments as additional benefit.**

The Company will also reimburse you for reasonable and documented travel, entertainment or other expenses incurred by you in the furtherance of or in connection with the performance of your duties hereunder, in accordance with the Company's expense reimbursement policy as in effect from time to time.



The company will invest a lot of time, money and energy in training you so it is mandatory for you to complete the training.

You acknowledge and agree that you are executing this letter voluntarily and without any duress or undue influence by the Company or anyone else. You further acknowledge and agree that you have carefully read this letter and that you understand the terms, consequences and binding effect of this letter.

This letter, together with any agreement you enter with the Company represents the entire agreement and understanding between the parties as to the subject matter herein and supersedes all prior or contemporaneous agreements, whether written or oral. In the event that any provision hereof becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable or void, this letter will continue in full force and effect without said provision.

No waiver, alteration, or modification of any of the provisions of this Agreement will be binding unless in writing and signed by duly authorized representatives of the parties hereto. The internal substantive laws, but not the choice of law rules, of the State of India, shall govern this letter.

**The conversion will take place on successful completion of your training period for 6 months or until the submission of your final year degree and provisional degree whichever is later.** During this time, you will receive advice, training and guidance to help you become familiar with, and competent in, performing the work you have been appointed to do. Only after successful completion of this training period (based on the tests conducted and analysis of your seniors), the company will decide on its sole discretion whether you will be offered a full-time job employment or not. If given a full-time offer, after your acceptance you will be transferred to the company's permanent payroll and post that your package will be in the range of **INR 5,40,000 (Five Lacs forty Thousand Only) to INR 6,00,000 (Six Lacs Only)** depending on your performance in the training period.

Employee agrees that he/she shall execute a Service Bond for a minimum period of **24 Months** from the date of joining and if the Employee quits Gemini Solutions for any reason whatsoever before completion of two years there from, he/she will have to make a payment of Rs.2, 00,000/- (Two lakhs) to Gemini Solutions on demand, without demur and will not be awarded any certificate of completion of his/her training.

If you choose to accept this offer, please sign a copy of this letter in the space. We hope that this offer will be favourably received and we look forward to working with you at Gemini Solutions Private Limited. Your anticipated start date is **3<sup>rd</sup> Jan, 2022, Monday**

Sincerely,



**Priyanka Gubrele**  
**Assistant Vice President - Human Resource**  
**Gemini Solutions Private Limited**

**ACCEPTED AND AGREED:**

**Akhil Singh**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**Offer: Computer Consultancy**  
**Ref: TCSL/DT20218190386/Pune**  
**Date: 16/10/2021**

Mr. Alok Singh Thakur  
Gayatri School Campus Keshar Nagar Gayatri School Campus Keshar Nagar,  
Gayatri School,  
Rajnandgaon-491441,  
Chhattisgarh.  
Tel# -

Dear Alok Singh Thakur,

**Sub: Letter of Offer**

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

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

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

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

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

**TCS Confidential**  
**TCSL/DT20218190386**

1

**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.

**TCS Confidential**

**TCSL/DT20218190386**

**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 TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

### **16. Retirement**

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

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

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





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

## 18. Employment of Non Indian Citizens

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

## 19. Background Check

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

## 20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, 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>Alok Singh Thakur</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur-495 009, Chhattisgarh.</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>		Upto 60,000

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

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

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

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

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

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



## Annexure 2

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





## 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.

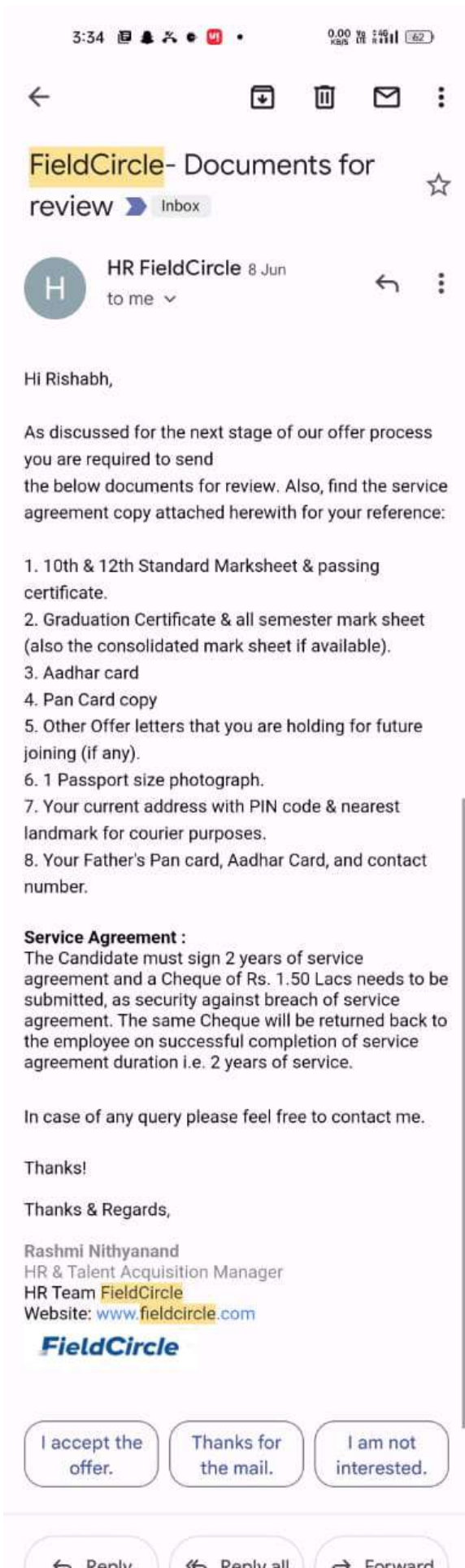
(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein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





## Global Campus Hiring updates

Dear Candidate,

Greetings from Wipro!

Hope you're doing well!

Due to some technical glitches there is a delay in releasing the Letter of Intent(LOI). We are actively working to resolve the issue and your LOI will be released soon.

We appreciate your patience! *Stay tuned on your registered mail ID for further updates.*

In case you wish to know more about **revised compensation** please write to [manager.campus@wipro.com](mailto:manager.campus@wipro.com).

**Regards,**

**Wipro Campus Hiring team**



Congrats!: Persistent Welcomes You  
as our 'Superhero'- Pune Location-  
Registration for Internship and Full  
Time Employment Inbox



Persistent Campus 12:38 pm

to ▾



Dear Superhero!

Congratulations!

Hope you are staying safe and taking good care of yourself and your loved ones!

We are glad to announce that you have been selected with Persistent for full time employment.

Besides you will also be eligible for 6 months full time internship starting from 17<sup>th</sup> Feb 2022. This internship would help you sharpen your tools to become a better performer. During this period, you would get a stipend of INR 10000/- per month.

**For internship offer letter** you are requested to click on below link and register by 26<sup>th</sup> Jan'22 6 PM.

[https://persistent.taleo.net/careersection/xxpsl\\_cs\\_campus/jobdetail.ftl?job=PER0000005S](https://persistent.taleo.net/careersection/xxpsl_cs_campus/jobdetail.ftl?job=PER0000005S)

-

**For Full Time Employment offer letter** you are requested to click on below link and register by 26<sup>th</sup> Jan'22 6 PM.

[https://persistent.taleo.net/careersection/xxpsl\\_cs\\_campus/jobdetail.ftl?job=PER0000005P](https://persistent.taleo.net/careersection/xxpsl_cs_campus/jobdetail.ftl?job=PER0000005P)

-

-





7:56



Review and sign docum...  
na2.docusign.net



1 of 3

NEXT



Mobile-Friendly

**Offer Letter**

Further to your application and interview with Revature, we are pleased to offer you a position of Software Engineer Trainee in our organization.

This **Offer Letter** (the or this "Agreement") is entered into by and between Naveen Kaushik ("Software Engineer Trainee" or "Trainee"), aged \_\_\_\_\_ years,  S/O or D/O  residing at

\_\_\_\_\_, and

**Revature Consultancy Services Private Ltd,**  
("Company"), a company having its registered office at 12th Floor, New No.431, Anna Salai, Teynampet, Chennai - 600 018. Trainee and Company may each be individually referred to hereinafter as a "Party" or collectively as the "Parties."

Company provides full-time training for real-world tech careers at the world's top companies. Revature software engineers have industry-recognized certifications that are hard to achieve. During Revature's training program, software engineers are taught skills and competence to hit the ground running. After they successfully complete the training, Revature works with the individual to get them hired directly with Revature's clients. The total training to hire process typically takes about four months.





**December 20, 2021**

**Name: Prity Kumari**

**Designation: Associate Consultant**

**Band: A3**

**Work Location: Bangalore/Pune**

**Dear Prity,**

Thank you for participating in our campus hiring process. We congratulate you on clearing our selection process and pleased to inform you that you have been shortlisted. We are glad to issue the Letter of Intent to offer employment with Allstate Solutions India Pvt Ltd. (ASPL, India)

However, the offer of employment will be subject to,

- You clearing the course- Graduation / Post Graduation (as applicable), with minimum 60% aggregate marks
- Your consent, that you are flexible to work in any shifts/ rotation shifts, including night shifts/ process /project at ASPL, India.
- You will not have any backlogs on completion of the course.
- Your Successful completion of background check.

Your proposed CTC would be INR **550,000/-** per annum and your work location would be Bangalore or Pune. You would also be eligible for a Joining Bonus of INR **100,000/-** less applicable tax withholdings. The bonus is payable within 30 days of your start date. The payout will be recovered in full (100%) if you leave the organization within one year from the date of joining.

Please be informed that this Letter of Intent is applicable only for ASPL, India and is non-transferrable. It does not constitute a contract of employment or guarantee you any employment with ASPL, India. ASPL, India reserves the right to withdraw this Letter of Intent or to modify any terms, without any prior notice, at its sole discretion.

We look forward to having you onboard and wish you a successful career with the organization.

With best wishes,

A handwritten signature in black ink that reads "Ashish Niranjana".

Yours Sincerely,

For Allstate Solutions India Pvt Ltd.

**Allstate Solutions Private Limited**

RMZ Ecoworld, 7th Floor, Building No. 1, Devarabeesanahalli, Varthur Hobli,  
Bangalore - 560 103, India. Tel : +91-80-4087 3300, Fax: +91-80-30890506  
www.allstate.com/india / aspl@allstate.com

(Formerly, Northbrook Services India Pvt Ltd. 67-4, 4th Cross, Lavelle Road Bangalore – 560001)





## LETTER OF OFFER

April 30,2022

Dear Rahul Kumar Jangir,

Based on the recent discussions with you, we are pleased to invite you to join MountBlue Technologies.

Your engagement with MountBlue will commence with an intense coding bootcamp. The bootcamp will enable you with the skill sets for effective deployment post the bootcamp. Your deployment will be at one of the following cities: Delhi NCR and Bengaluru.

Please refer to all details of the offer in the appendices of this document.

Following are some important matters to ensure compliance with-

- During the bootcamp, regular hours will be 9.30AM through 6.30PM, Monday to Saturday. However, if the work requires any other time slots or changes to the hours as determined necessary by the management, we will expect your enthusiastic participation in such additional sessions as well
- We expect your complete focus and attention to the training sessions. During this period, if you need to be engaged in any other occupation please disclose it to us immediately. Ancillary engagements with other entities may entail withdrawal of benefits and services at our sole discretion

**Please convey your acceptance of this offer on e-mail by 9 AM,May 14 2022.**

**Bipasha Agarwal**

Manager

MountBlue Technologies Private Limited



## Appendix-1

### Bootcamp Phase

- This phase starts with an intense coding bootcamp that lasts for 13-15 weeks
- The bootcamp will consist of training on full stack development in one or more of Python, Java, Ruby, JavaScript, Android, GoLang, PHP, databases, devops, testing etc. The bootcamp will also have training on communication, soft skills and professional etiquette
- Emphasis will be on learning by doing
- There will be continuous evaluation during the bootcamp. There will be limited patience with underperformance and zero patience with indiscipline

### Deployment Phase

- Post successful completion of the bootcamp, you will be deployed on-site with a customer of MountBlue Technologies. These customers are well known product and services startups.
- The deployment period will start immediately after the bootcamp period ends and will last 12-13 months
- During deployment phase, you will be a part of our customer's development team and will be expected to contribute significantly as an entry level programmer. Our customers have high yardsticks of performance and you will be judged on those yardsticks. The fact that you have been made the offer means that MountBlue Technologies firmly believes that you have the potential to meet and even surpass these yardsticks

### Benefits and Service Bond

- During the Bootcamp Phase, you will receive a stipend of INR 14999 per month
- During the Deployment Phase, you will receive a monthly compensation of INR 33.4K per month.
- The whole engagement will be covered under a service bond of INR 2Lakhs.
- If you choose to disengage this association before the end of the Deployment Period, you are liable to pay the bond amount of INR 2Lakhs. This period starts at the time of joining MountBlue, not at the time of accepting the offer
- MountBlue Technologies is fully compliant with all the regulations of the land. Hence taxes will be deducted at source, as applicable. We will take the right measures in consonance with the letter and spirit of the law to keep the tax outgo at a minimum



## BYOD (Bring your own Device)

- As software engineers, a powerful laptop is a critical piece of equipment for you. This will give you tremendous freedom and flexibility to continue evolving as software engineers
- MountBlue has a BYOD policy. All our engineers bring their own device to work that has to be suitable for error free and efficient working.
- Below are the minimum specifications for the laptop
  - 64 bit system
  - 8 GB RAM
  - Operating System – Linux/Mac OS. You can install your choice of Linux.
  - For hard drive - SSD is recommended but HDD works too
- If you already have a laptop of a lower configuration, you can consider upgrading it to this configuration



## Appendix-2

### Acceptance of the offer and commencement of engagement

- Acceptance of the offer and terms of engagement by return email: By 9 AM, May 14 2022
- Signing of Documentation: A date will be communicated
- Commencement of the bootcamp: We expect to invite you to join a cohort sometime between May 2022 and Aug 2022

### Documents

- The following documents need to be submitted to the organization at the time of joining:
  - Passport sized photograph not older than 6 months
  - A legible copy of one of the following documents- PAN Card/ Aadhaar Card
  - A legible copy of one of the following documents - Aadhaar card/ Passport/ Driving License/ Any other government issued id that contains a photograph, name, date of birth and address
  - A legible copy of the relieving letter of all full time employment as per your resume submitted to MountBlue Technologies



## Appendix-3

### Our customers

We have >150 customers. Some of our customers where our engineers of previous cohorts are deployed are:

#### Food Tech

- **Zomato:** One of the world's leading foodtech companies. One of India's few Unicorns. Backed by Alibaba, Sequoia, Temasek, Info Edge etc.
  - <https://www.livemint.com/Leisure/g2mOkiSiCDIlqnDmoLepoO/The-secret-to-hiring-a-stud-junta-team.html>
  - <https://www.livemint.com/Companies/ValugodQ1d92PERi3FQaYP/Zomato-raises-200-million-from-Ant-Financials.html>

#### Social & Media

- **Yourstory:** India's largest media tech company for startups, entrepreneurs, investors, innovators and change makers. Backed by Ratan Tata, Accel Partners, Kalaari Capital, Mohandas Pai, Qualcomm ventures etc
  - <https://www.livemint.com/Companies/UNA5HDyVLi31ZXbGrdFCzl/YourStory-raises-6-million-from-Kalaari-Capital-Qualcomm-V.html>
- **Magicpin:** Hyperlocal discovery platform backed by Lightspeed Venture Partners and Waterbridge Partners
  - <https://yourstory.com/2017/05/local-discovery-and-rewards-app-magicpin-raises-7-m-series-b-funding/>
  - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/local-discovery-platform-magicpin-launches-augmented-reality-on-its-app/articleshow/62125398.cms>
- **Letsventure:** India's leading platform for raising angel and seed investment for startups. One of the few investments of Ratan Tata. Coverage:
  - <http://www.livemint.com/Companies/bQ2oefYdhrh0s4mq4GXrMJ/Ratan-Tata-Mohandas-Pai-invest-in-LetsVenture-join-platfor.html>



## Social & Media

- **Airmeet:** Airmeet, a platform for hosting rich variety of virtual events. Its mission is to empower organizations and communities in achieving effective collective progress.
  - <https://www.livemint.com/companies/start-ups/airmeet-raises-12-mn-led-by-sequoia-capital-to-accelerate-global-expansion-11600171054548.html>
  - <https://yourstory.com/2020/03/funding-airmeet-investment-accel-india-venturehighway>

## Travel & Hospitality

- **Zolo:** India's largest chain of standardized branded PG accommodations. Backed by Nexus Venture Partners
  - <https://inc42.com/flash-feed/zolo-funding/>
  - <https://www.moneycontrol.com/news/business/real-estate/how-branded-hostels-for-working-professionals-are-creating-fortunes-for-investors-2258765.html>
- **Travel Triangle:** TravelTriangle connects customers to travel agents, fetches quotations, customizes trips and makes bookings online. Backed by RB Investments, SAIF Partners and Bessemer Venture Partners
  - <https://www.livemint.com/Companies/35oRubTwx4adBpGjAF51UN/TravelTriangle-raises-10-million-in-Series-B-round.html>
- **Pickyourtrail:** A platform that empowers travelers to create, customize and book vacations. It enables travelers to plan and book personalized international vacations such as honeymoons and family vacations. Travelers are offered with personal itineraries and Travel Genie: a personalized travel journal with travel information and tips.
- **Rizort:** A luxury vacation marketplace that focuses on helping travelers plan an entire vacation. Rizort has closed a seed round of funding of \$2.9 million from a variety of investors that include Blume Ventures, Dream Incubators Japan and a few other angel investors.
  - <https://skift.com/2018/05/25/rizort-raises-2-9-million-for-vr-infused-travel-advice-travel-startup-funding-this-week/>
  - <https://www.proactiveinvestors.com/companies/stocktube/11378/rizort-to-increase-vr-and-ai-capabilities-for-its-luxury-vacation-website-11378.html>

## Health Tech

- **Tricog:** Predictive health analytics company backed by Microsoft, GE, Inventus and Blume Ventures
  - <http://fortune.com/2017/05/03/tricog/>
  - <http://www.moneycontrol.com/news/technology/auto/from-saving-hearts-to-spreading-sweetness-3-2405855.html>
- **Medfin:** Discovery platform for medical procedures and financing. Backed by Axilor Ventures
  - <https://www.crunchbase.com/organization/medfin-india>



## Large corporates

- **Mahindra Trringo:** Uber of tractors and other farm equipment. A venture launched by the Mahindra Group
  - <http://www.telegraph.co.uk/technology/2016/10/18/uber-for-farmers-tringo-tractor-hailing-app-launched-in-india/>
  - <https://economictimes.indiatimes.com/industry/auto/news/commercial-vehicle/tringo-to-add-value-to-1-million-farmers-in-the-next-one-year-says-mm/articleshow/59647975.cms>
- **GEP:** GEP is a multinational company that provides strategy, software, and managed services to enterprise procurement and supply chain management teams at Global 2000 and Fortune 500 companies worldwide. The company is headquartered in Clark, New Jersey, USA.
- **Aptean:** Aptean is a global leader in enterprise business software, provides targeted ERP, Supply Chain Management and Compliance Solutions to large customers all over the world.

## eCommerce

- **Zopnow:** India's largest technology platform for online groceries, currently in partnership with hypermarkets like HyperCITY and More. Operational in 9 cities across India. Backed by Times Internet, Accel Partners, Qualcomm Ventures etc.
  - <http://www.indiaretailing.com/2017/01/11/food/food-grocery/zopnow-enter-high-growth-phase-2017-targets-us-100-million-gmv/>
  - <https://www.vccircle.com/online-grocer-zopnow-raises-10m-dragoneer-existing-investors/>
- **Wakefit:** One of the pioneers to take the sleep solutions segment online. Backed by Sequoia Capital
  - <https://inc42.com/startups/how-sequoia-backed-wakefit-is-using-data-technology-to-democratise-sleep-for-indians/>
  - <https://inc42.com/features/a-shopping-experience-knowledge-of-the-space-and-an-ideal-cofounder-the-serendipitous-story-of-wakefit/>
- **Purplle:** Leading player in beauty eCommerce backed by Blume Ventures, IvyCap Ventures, Mumbai Angels, JSW ventures etc
  - <https://inc42.com/buzz/beauty-products-marketplace-purplle-raises-2-57-mn-funding/>
- **FreshtoHome:** Leading online retailer of fresh, chemical-free seafood and meat backed by a number of Japanese, West Asian and other institutional investors. Backers also include Rajan Anandan and Mark Pincus, founder of Zynga
  - <https://techcrunch.com/2019/05/27/freshtohome-11million-seriesa-funding/>



## Mobile First companies

- **Dailyhunt:** India's largest news app and one of the world's biggest mobile application. Publishes news in 17 languages across iOS, Android, Windows and Blackberry platforms. 90Million installs with 2.3Billion pages consumed monthly. Coverage:
  - <https://yourstory.com/2016/10/local-language-app-dailyhunt-raises-25mn-series-d-led-chinese-company-bytedance/>
  - <http://www.livemint.com/Consumer/hUgsVKmgXVNkvG1g0QdPbM/DailyHunt-raises-25-million-in-funding-from-Chinas-ByteDan.html>
- **Ok Credit:** It is a mobile based solution which enables SME's to keep track of the credit given to vendors, suppliers and customers.
  - <https://www.livemint.com/companies/start-ups/okcredit-raises-67-million-from-lightspeed-tiger-global-1568366527700.html>
  - <https://yourstory.com/2019/09/funding-fintech-startup-okcredit-lightspeed-tiger-global-sme>
- **Bobble:** Bobble is a conversation media platform, enriching everyday conversations with expressive and personalized content including stickers, GIFs and emojis, deep localization with over 100 languages.
  - <https://yourstory.com/2020/08/afle-acquires-stake-indigenous-social-keyboard-bobble-ai>
  - <https://www.livemint.com/technology/tech-news/millennials-replace-emojis-with-stickers-thanks-to-ml-1568310360076.html>

## Education Tech

- **Great Learning:** Great Learning is an online and blended learning platform designed to empower working professionals to develop relevant competencies and accelerate their career progression
  - <https://www.datasciencecentral.com/profiles/blogs/big-data-analytics-in-india-an-opportunity-worth-choosing>
- **Embibe:** Embibe is the leading provider of edtech products and solutions in the country. It raised venture capital from Lightbox and Kalaari before being acquired by Reliance Industries Limited
  - <https://economictimes.indiatimes.com/industry/energy/oil-gas/ril-completes-acquisition-of-73-stake-in-ai-firm-embibe/articleshow/64562396.cms>
  - <https://www.analyticsindiamag.com/why-reliance-invested-in-ai-based-edtech-startup-embibe/>
- **Upgrad:** Founded by Ronnie Screwvala, UpGrad is an ed-tech platform that provides industry relevant certification programs for working professionals.
  - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/upgrad-eyes-40-m-in-external-funding/articleshow/62409871.cms>
- **Edfora:** FIITJEE backed online learning, tuition, school management and college search platform
  - <https://economictimes.indiatimes.com/jobs/biggies-blacklisted-but-placements-spring-a-startup-surprise-at-iits/articleshow/55862707.cms>





## HR Tech

- **Belong:** An outbound hiring Software-as-a-Service (SaaS) platform that helps enterprises and startups hire people through data science, big data and predictive analytics. Backed by Matrix Partners, Sequoia Capital, Blume Ventures etc.
  - <https://www.vccircle.com/big-data-hiring-startup-belong-raises-10-mn-sequoia-matrix-partners>
  - <https://yourstory.com/2019/02/hiring-skills-rishabh-belong>
- **Greytip:** SaaS-based HR tech startup focusing on SMBs. Backed by Blume Ventures, NEA & Infoedge.
  - <https://yourstory.com/2019/10/startup-funding-hr-payroll-software-solutions-greytip-info-edge-megadelta-capital>

## Logistics Tech

- **Rivigo:** India's most tech intensive logistics company. Backed by SAIF Partners and Warburg Pincus
  - <https://inc42.com/buzz/logistics-rivigo-funding/>
  - <https://economictimes.indiatimes.com/small-biz/money/rivigos-total-revenue-for-fy17-zooms-170-to-rs-402-crore/articleshow/61331502.cms>
- **Yulu:** On demand bicycles sharing. They use IoT technology to create a vast network of shared dockless bicycles that can be rented easily by a user-friendly app in pay per use business model. Backed by Blume Ventures
  - <https://www.entrepreneur.com/article/326878>
  - [https://www.business-standard.com/article/companies/yulu-bikes-peddle-your-way-to-beat-the-traffic-and-make-a-greener-tomorrow-118112000349\\_1.html](https://www.business-standard.com/article/companies/yulu-bikes-peddle-your-way-to-beat-the-traffic-and-make-a-greener-tomorrow-118112000349_1.html)
- **Vogo:** Vogo offers keyless bike rentals and scooter rentals across Bangalore & Hyderabad.
  - <https://www.livemint.com/companies/start-ups/two-wheeler-rental-startup-vogo-in-talks-to-raise-up-to-50-million-1561047716383.html>
  - <https://yourstory.com/2019/11/funding-startup-vogo-bike-rental-kalaari-capital-matrix-partners>

## Sports Tech

- **Playo:** India's leading sports based social network and marketplace for booking sports activities and playgrounds. <https://playo.co/>

## Fin Tech

- **ZestMoney:** One of India's leading consumer lending platforms. Backed by Xiaomi and Alteria Capital
  - [https://www.business-standard.com/article/companies/digital-lending-platform-zestmoney-raises-13-4-mn-funding-led-by-xiaomi-118082700465\\_1.html](https://www.business-standard.com/article/companies/digital-lending-platform-zestmoney-raises-13-4-mn-funding-led-by-xiaomi-118082700465_1.html)
  - [https://www.business-standard.com/article/news-ani/zestmoney-aims-to-disburse-skill-loans-worth-100-mn-119013100521\\_1.html](https://www.business-standard.com/article/news-ani/zestmoney-aims-to-disburse-skill-loans-worth-100-mn-119013100521_1.html)



## Fin Tech

- **ClearTax:** Cleartax is India's No. 1 Tax & Investing platform which aims to simplify our financial lives. Backed by Sequoia Capital and SAIF Partners.
  - <https://www.livemint.com/Companies/uz1khVL34wvf5Mz19wEflK/ClearTax-raises-300-crore-from-Composite-Cap-others.html>
- **Market Pulse:** Market pulse app is one of the top 3 rated financial app in India. It provides all the necessary intelligence, speed and power to traders to make more informed trading decisions
- **Upstox:** Upstox is one of the largest low-cost brokerage firms in India. Backed by Kalaari Capital, GVK Davix and others
  - <https://yourstory.com/2016/02/rksv-funding/>
- **Instamojo:** India's leading digital payments and services platform for SMBs. Backed by Blume Ventures, Kalaari Capital and Japanese payments company Anypay and other Japanese institutions
  - <https://yourstory.com/2019/01/instamojo-raises-funds-series-b>
  - [https://www.business-standard.com/article/news-ians/mumbai-metro-tie-up-with-instamojo-for-card-payments-119051501156\\_1.html](https://www.business-standard.com/article/news-ians/mumbai-metro-tie-up-with-instamojo-for-card-payments-119051501156_1.html)
- **SlicePAY:** Student micro-financing startup backed by Blume Ventures, Das Capital, Simile Ventures etc.
  - <https://www.livemint.com/companies/start-ups/student-microfinancing-start-up-slicePAY-gets-rbi-licence-for-nbfc-play-1548405211531.html>
  - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/finup-finance-slicePAY-in-series-a-deal-estimated-at-15-million/articleshow/65651071.cms>
- **Acko:** India's leading online insurer backed by Binny Bansal, Amazon, Accel Partners, SAIF Partners and many other global VCs and family offices
  - <https://www.livemint.com/companies/start-ups/binny-bansal-others-lead-65-million-funding-in-acko-1552485155268.html>
  - <https://www.thehindubusinessline.com/money-and-banking/online-insurer-acko-general-promises-3-day-claim-guarantee/article25009625.ece>
- **Varthana:** Varthana specializes in providing debt financing and support to affordable private schools. Backed by Chrys Capital, Elevar Equity, LGT Venture Philanthropy, Omidyar Network and Kaizen Private Equity
  - <https://www.livemint.com/Companies/tha30GIYYK2Wb6Z1RhBEmN/Varthana-raises-Rs350-crore-from-ChrysCapital-others.html>
- **Leap Finance:** Leap finance creates modern financial products & services that help Indian students pursue a global career.
  - <https://yourstory.com/2020/03/funding-fintech-startup-leap-finance-sequoia-india-kunal-shah>
  - <https://www.livemint.com/companies/start-ups/education-focused-lender-leap-finance-raises-5-5-million-led-by-sequoia-11583238918949.html>



## Fin Tech

- **Wealthy.in:** Wealthy helps people to grow their money in a personalized, unbiased and technological way by helping people in invest in market.
  - <https://economictimes.indiatimes.com/small-biz/startups/newsbuzz/wealthy-in-raises-1-3-million-from-good-capital-emvc/articleshow/71721314.cms>
  - <https://yourstory.com/2019/10/wealthyin-fintech-startup-good-capital-funding>
- **Razorpay:** Razorpay offers a fast, affordable & secure way for merchants, schools, ecommerce & other companies to accept & disburse payments online, own a fully-functional current account and avail working capital loans.
  - <https://www.zeebiz.com/small-business/news-accelerating-sme-growth-suite-of-products-for-msmes-from-razorpay-with-eyes-on-50-billion-144168>
  - <https://yourstory.com/2020/12/year-in-review-2020-product-roadmap-zero-dha-razorpay-rapido-dunzo>
  - <https://www.livemint.com/companies/start-ups/razorpay-launches-app-store-for-merchants-enters-health-insurance-space-11608294390299.html>
- **Fisdom:** Fisdom is a mutual fund investment app. It focuses on financial technology for underserved consumers and businesses in emerging markets.
  - <https://yourstory.com/2020/12/funding-alert-fisdom-fresh-investment-payu>
  - <https://www.livemint.com/Companies/ADiDXa17rfp9dPBb73iq8L/Wealth-management-startup-Fisdom-raises-Rs25-crore.html>

## Autonomous Vehicles, Electric Vehicles, Robotics & Drones

- **Invento:** Makers of the famous Mitra Robot that was inaugurated by Prime Minister Modi and Ivanka Trump at the Global Entrepreneurship Summit
  - <https://www.mitrarobot.com/>
  - <https://economictimes.indiatimes.com/small-biz/startups/features/watch-mitra-robot-greets-ivanka-pm-modi-at-ges-2017/videoshow/61837517.cms>
- **Systemantics:** They build industrial robots for the manufacturing sector. Backed by Blume Ventures, Accel Partners and Infosys cofounder Nandan Nilekani
  - <https://economictimes.indiatimes.com/small-biz/startups/robotics-firm-systemantics-gets-next-round-of-funding-from-nandan-nilekani/articleshow/51217314.cms>
- **Skylark Drones:** India's leading provider of drones and associated solutions with applications across various sectors viz. highways, railways, urban and rural development, power, solar, mining, agriculture etc
  - [https://www.huffingtonpost.in/entry/from-startup-hubs-to-government-corridors-indias-drone-industry-takes-flight\\_in\\_5c516b3de4b0d9f9be6ab7ad](https://www.huffingtonpost.in/entry/from-startup-hubs-to-government-corridors-indias-drone-industry-takes-flight_in_5c516b3de4b0d9f9be6ab7ad)
  - [https://www.business-standard.com/article/companies/with-draft-rules-in-place-sky-lark-drones-to-deploy-uavs-at-tata-steel-mine-118120600863\\_1.html](https://www.business-standard.com/article/companies/with-draft-rules-in-place-sky-lark-drones-to-deploy-uavs-at-tata-steel-mine-118120600863_1.html)
- **Ati Motors:** Self-driving cargo vehicle for factory floors, warehouses and construction sites
  - <https://www.financialexpress.com/auto/car-news/ati-motors-introduces-self-driving-cargo-vehicle-for-factory-floors-warehouses-and-construction-sites-load-capacity-details-specs/1870038/>
  - <http://www.forbesindia.com/article/ai-work/sherpa-wonder-wheels-of-ati-motors/50731/1>



## Cloud Computing, SaaS & Business Software

- **Idfy:** India's most tech intensive identity management and background check company
  - [http://www.business-standard.com/article/companies/we-are-helping-firms-manage-risks-and-detect-frauds-idfy-s-ashok-hariharan-118010800010\\_1.html](http://www.business-standard.com/article/companies/we-are-helping-firms-manage-risks-and-detect-frauds-idfy-s-ashok-hariharan-118010800010_1.html)
  - <http://www.thehansindia.com/posts/index/Technology/2016-06-07/Introduction-to-IDfy-a-Start-up-in-Technology-space/233487>
- **Vymo:** Sales force automation and sales effectiveness software. Backed by Microsoft and Sequoia
  - <https://economictimes.indiatimes.com/small-biz/money/sales-analytics-startup-vymo-receives-5-m-in-funding/articleshow/55554801.cms>
  - <https://yourstory.com/2017/04/vymo-tech/>
- **E2E Networks:** India's biggest home grown cloud computing platform. Backed by Blume Ventures & listing shortly on NSE
  - <https://www.medianama.com/2018/03/223-cloud-computing-startup-e2e-networks-to-list-on-nse-emerge/>
  - <https://www.vccircle.com/blume-venture-eyes-stellar-partial-exit-through-e2es-planned-ipo/>
- **Exotel:** Exotel is a cloud telephony platform that powers communication for enterprises, startups and small and medium enterprises in India and Southeast Asia. They provide APIs that help companies devise their own communication flow. Backed by Blume Ventures
  - <https://techcircle.vccircle.com/2018/03/22/with-no-fresh-funding-in-6-years-how-has-exotel-managed-to-stay-profitable/>
- **Freshworks:** India's leading sales and support software company backed by Accel, Tiger Global, Sequoia, Google Capital etc
  - <https://economictimes.indiatimes.com/small-biz/startups/tech-startup-freshdesk-gets-fresh-investments-from-google-capital-tiger-global-accel-partners/articleshow/46988628.cms>
  - <https://www.freshworks.com/>
- **DeepSource:** DeepSource is a SaaS startup which helps developers find and fix bugs in their code automatically
  - <https://yourstory.com/2020/10/tech30-deepsorce-ycombinator-sanket-saurav>

## Blockchain & Cryptocurrencies

- **Unocoin:** India's leading cryptoassets and blockchain company. Backed by Blume Ventures. <https://www.unocoin.com/>

## AI/ ML/ Big Data

- **Active.AI:** India's leading AI/ML company that offers chatbots for large banks to interact with their customers. Funded by leading VC funds like Kalaari and IDG ventures. Coverage:
  - <https://yourstory.com/2017/07/active-ai-omni-channel-platform-banks-customer-engagement/>
  - <http://www.thehindubusinessline.com/info-tech/singaporebased-fintech-startup-activeai-raises-3mn-funding/article9343515.ece>



## AI/ ML/ Big Data

- **Merak.ai:** Machine learning solutions for handwriting recognition, digitization, smart KYC etc
- **Liv.AI:** Deep artificial intelligence and neural networks to communicate with machines in 10 different languages. Winner of the Amazon AI awards 2017
  - <https://economictimes.indiatimes.com/small-biz/startups/features/nine-things-this-startup-has-done-better-than-google-apple-and-amazon-liv-ai/articleshow/61995233.cms>
  - [http://www.business-standard.com/article/companies/liv-ai-giving-voice-to-a-billion-people-117082000813\\_1.html](http://www.business-standard.com/article/companies/liv-ai-giving-voice-to-a-billion-people-117082000813_1.html)
- **Streamoid:** Streamoid offers AI solutions to personalize customer interactions in the fashion industry. Backed by Target
  - <https://economictimes.indiatimes.com/small-biz/startups/aditya-birla-groups-abof-integrates-ai-based-system-to-personalise-customer-experience/articleshow/53608118.cms>
- **Factors.ai:** Factors.ai is an end-to-end marketing analytics platform that integrates across data silos to deliver focused AI-fueled actionable insights.

## Tech conglomerates

- **Info Edge:** Owner of the leading online properties- Naukri, Jeevansaathi, Shiksha, 99acres. One of the few listed internet companies in India. Investor and significant shareholder of ventures like Zomato, PolicyBazaar, Meritnation etc.
- **Microsoft:** One of the world's biggest companies



# Revature | Congratulaions!

Inbox



Revature India 6 days ago

to ▾



Dear Candidate,

Congratulations! You have been shortlisted for Revature Readiness Program. We look forward to meet you and see you shine here. Kindly note that the Offer Letter will be shared with you shortly. Below given are some of the highlights of the program.

- Instructor-led technical readiness program for a minimum of 12 weeks
- Monthly stipend of INR 5000/- during readiness program
- Project deployment in product development/service integrations post completion of readiness program
- 4 to 6 Lakh CTC per annum upon successful completion of readiness program
- Service Agreement of 18 Months from the day of deployment

We wish you All the best!

Drop a mail to [hire@revature.com](mailto:hire@revature.com) in case of any query.

Best Regards,  
Campus Hiring Team  
Revature  
[www.revature.in](http://www.revature.in)





**Offer: Computer Consultancy Ref: TCSL/DT20218108155/Pune Date: 13/11/2021**

Mr. Rohan Gupta  
House no. 5/2 Lalpur Pandeypur,  
Near Police chowki,  
Varanasi-221002,  
Uttar Pradesh.  
Tel# 91-9580543314

Dear Rohan Gupta,

**Sub: Letter of Offer**

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

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

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

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

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

**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

TCS

Confidential





## **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.

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT5 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

TCS

Confidential

2



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.

**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

TCS

Confidential

3



- 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

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT5 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)

TCS

Confidential

4



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.

## **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

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT5 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)

TCS

Confidential

5



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.

**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)

TCS

Confidential

6





## 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.

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT5 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

TCS

Confidential

7





#### **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.

**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)

TCS

Confidential

8



## 20. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiplenames, 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)

**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)



- \*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

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT5 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)

TCS

Confidential

10



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,

**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)

TCS

Confidential

11



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>Rohan Gupta</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Guru Ghasidas Vishwavidyalaya, Koni, Bilaspur- 495 009, Chhattisgarh.</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.

**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

TCS

Confidential





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

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

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

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

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

## **TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

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)





## Annexure 2

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

## Annexure 3

### Confidentiality and IP Terms and Conditions

#### 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

TCS

Confidential

14



## 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.

**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. Intellectual Property Rights**

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

### **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.**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CT5 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



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

**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)





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

**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)



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.

**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)



Date: 10<sup>th</sup> May 2022

To,

Mr. Yogendra,

Greetings from Aakash Educational Services Limited!!

It gives us immense pleasure to welcome your son, **Mr. Santhosh Kumar Yadav** in Aakash Family. We feel honored and privileged to be able to build a long-lasting relationship with you.

We appreciate the significant role you have played in your ward's development and we are sure that without your support, your son would not have been able to achieve, what he has attained today.

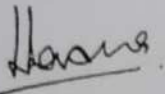
You would be glad to know that your son, **Mr. Santhosh Kumar Yadav** has joined an organization which is a leader in the arena of coaching industry. We have set a benchmark of reliability for quality coaching & guidance.

Empowering people, focused growth and interactive environment are the key pillars of our success. We truly believe in infusing new talent among the existing winning team to fuel the next level of growth.

The exponential growth of Aakash within a small span of time from a single center to a legendary organization tells the story of its excellence in all counts. The growth is result of collective efforts of our team and the passion to excel.

Once again, we thank you for the tremendous effort you have put in nurturing your son. We are certain that our association shall go a long way.

With Best Wishes,



Sachin Saxena  
CHRO

**8. Relinquishing Services**

In case of your absence from office without any intimation to the concerned authority, for a continuous period of 3 or more days, you shall be deemed to have let and relinquished the service on your own accord and such relinquishment of service shall be deemed as repudiation of the present contract or employment by you and not a termination of service by the Company.

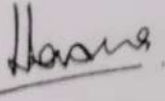
**9. Terminating/ Relieving**

After confirmation in the services of the Company, the contract of employment is liable to be terminated by either party without assigning any reason but by giving notice or salary of one month in lieu of notice by either party. Notwithstanding anything contained hereinabove, the Employee shall be liable for termination without any notice if the employee is in violation of any of the Employment Terms & Conditions of Service and the Company shall be entitled for withholding all the dues of the Employee, without prejudice to its other rights.

You are requested to sign and return the duplicate copy of this letter, as a token of your acceptance of the terms of appointment, including the Employment Terms & Conditions of Service, the Code of Conduct for Employees and other policies of the Company. In case of any conflict in the terms of Employment Terms & Conditions of Service, Code of Conduct for Employees and the present Appointment Letter, the terms of the Employment Terms & Conditions of Service shall prevail.

We welcome you to the Aakash family and looking forward for a great and long association with us.

For Aakash Educational Services Limited



Sachin Saxena  
CHRO

Declaration

I, Santhosh Kumar Yadav have carefully read and understood the terms and conditions of my appointment as mentioned hereinabove as well as other document / Policies and I agree and undertake to abide by them.

Signature : Santosh Kumar  
Name : SANTOSH KUMAR YADAV  
Date : 07 June 2022  
Place : Shivmoga

Date: 10<sup>th</sup> May 2022

**Subject: - Appointment Letter**

Dear Mr. Santhosh Kumar Yadav,

Please refer to our Offer Letter dated 05<sup>th</sup> May 2022, we are pleased to appoint you in our organization on the following terms and conditions:

**1. Appointment/ Designation**

You are being appointed as Lecturer at Grade - M7 in Aakash Educational Services Limited ("Company") with effect from 10<sup>th</sup> May 2022 or your actual date of reporting.

**2. Cost to the Company (CTC)**

Your Cost to the Company would be Rs.1600080/- (Rupees Sixteen Lakh Eighty Only) per annum. Please refer to **Annexure - I** for detailed CTC break up.

**3. Terms and Conditions of Service**

You undertake to abide by the Employment Terms & Conditions of Service of the Company, Policy synopsis as mentioned in "Annexure - B", Code of Conduct for Employees as mentioned in "Annexure - C" and all other policies of the Company. The Company reserves the right to amend or modify any of these terms and conditions of service.

**4. Probation**

You will be on probation initially for a period of two months from the date of reporting. The period of probation may be extended, if your performance / conduct during the period of probation is not found to be satisfactory. A separate letter shall be issued for confirmation. If no letter of confirmation is issued after the date of expiry of aforesaid period, it should be assumed your probation period is deemed to be still continuing.

**5. Medical Fitness**

You should be medically and physically fit in order to discharge your official duties and obligations effectively and efficiently.

**6. Transferability**

Your initial place of posting shall be Shimoga. However, your services can be transferred from one place and/or department to any other place and/or department at the sole discretion of Company.

**7. Leaves**

All leaves shall be applied/ granted in accordance with the Leave Policy of the Company.



Date: 10<sup>th</sup> May 2022

**Subject: - Appointment Letter**

Dear Mr. Santhosh Kumar Yadav,

Please refer to our Offer Letter dated 05<sup>th</sup> May 2022, we are pleased to appoint you in our organization on the following terms and conditions:

**1. Appointment/ Designation**

You are being appointed as Lecturer at Grade - M7 in Aakash Educational Services Limited ("Company") with effect from 10<sup>th</sup> May 2022 or your actual date of reporting.

**2. Cost to the Company (CTC)**

Your Cost to the Company would be Rs.1600080/- (Rupees Sixteen Lakh Eighty Only) per annum. Please refer to **Annexure - I** for detailed CTC break up.

**3. Terms and Conditions of Service**

You undertake to abide by the Employment Terms & Conditions of Service of the Company, Policy synopsis as mentioned in "Annexure - B", Code of Conduct for Employees as mentioned in "Annexure - C" and all other policies of the Company. The Company reserves the right to amend or modify any of these terms and conditions of service.

**4. Probation**

You will be on probation initially for a period of two months from the date of reporting. The period of probation may be extended, if your performance / conduct during the period of probation is not found to be satisfactory. A separate letter shall be issued for confirmation. If no letter of confirmation is issued after the date of expiry of aforesaid period, it should be assumed your probation period is deemed to be still continuing.

**5. Medical Fitness**

You should be medically and physically fit in order to discharge your official duties and obligations effectively and efficiently.

**6. Transferability**

Your initial place of posting shall be Shimoga. However, your services can be transferred from one place and/ or department to any other place and/ or department at the sole discretion of Company.

**7. Leaves**

All leaves shall be applied/ granted in accordance with the Leave Policy of the Company.



- This Offer Letter is subject to your antecedent verification and receipt of correct background verification report based on information furnished by you as well as your medical fitness. We may involve third party vendor for conducting background verification. By accepting this offer, you authorize the Company and / or its third-party vendor to conduct your background verification. In case the outcome of the background verification is not satisfactory, Company reserves the right to terminate your appointment with immediate effect without prior notice or any compensation. Upon termination, all the benefits associated with your position will no longer be valid.
- Notwithstanding anything herein above, it is hereby clarified that pursuant to the acceptance of the present Offer Letter and submission of the documents as stated herein above and also, any other documents / information sought by the Company, you shall be issued an Appointment Letter and subject to the acceptance of the same by you, you shall remain bound by its terms. The Offer Letter shall not confer any vested right of appointment in your favour, whatsoever. The appointment is subject to verification of the documents/ information by the Company. The Company may at any time in its sole discretion revoke the present Offer Letter.

Kindly revert with your acceptance of this offer within 02 working days from the date of receipt of this Offer Letter by sharing the signed duplicate copy of this letter. Further, also share with us the copy of resignation letter as soon as you send the same to your current organization / supervisor.

For Aakash Educational Services Limited

Sachin Saxena  
CHRO

I accept your offer mentioned hereinabove.

Santosh K  
(Signature)

Name: SANTOSH KUMAR

Address: SHIVMOOGA  
KARNATAKA



Date: 05<sup>th</sup> May 2022

**Offer Letter**

To,

Mr. Santhosh Kumar Yadav  
Address: Vill-Banjari, Dist-Gopalganj  
Gopalganj Bihar - 841428  
Mobile: 7320047926  
E-mail: santoshyadav93520@gmail.com

**Subject:** Offer of appointment as Lecturer in **Mathematics** Department of Aakash Educational Services Limited ("Company").

Dear Mr. Santhosh Kumar Yadav,

With reference to your job application and your interview conducted on 02-May-2022, we are pleased to offer you the post of Lecturer in Department – Mathematics at Grade- M7 with the Company.

1. Your Cost to the Company (CTC) would be Rs.1600080/- (Rupees Sixteen Lakh Eighty Only) per annum. Detailed salary structure is attached as Annexure I.
2. After your acceptance of this Offer Letter, we would expect you to join us as early as possible, but not later than 10<sup>th</sup> May 2022, beyond which this Offer Letter would stand withdrawn/ revoked, unless a new date is mutually agreed upon, by us in writing.
3. Initially, you will be on probation for two months, which will start with effect from your date of joining the Company. The period of probation may be extended, if your performance / conduct during the period of probation is not found to be satisfactory. A separate letter shall be issued for confirmation/ extension of probation. If no such letter is issued after the date of expiry of aforesaid period, you shall be deemed to be continuing on probation.
4. On the date of your joining, you are required to bring along the following documents:
  - ✓ Copy of High School Certificate as age proof (self-attested);
  - ✓ Copies of Educational & Professional Qualification Certificates (self-attested);
  - ✓ Relieving / Resignation Acceptance letter from the current /and previous employer;
  - ✓ Appointment letter & Last appraisal letter from current / and previous employer;
  - ✓ Last 3 pay slips from current / and previous employer;
  - ✓ 6 Passport Size colour photographs;
  - ✓ Copy of Permanent Account Number (PAN) (self-attested);
  - ✓ Copy of Driving license / Passport / Voter I-Card as residence proof and any other documents as per the statutory requirement (self-attested).



**Annexure - I  
(Salary Structure)**

<b>Name</b>	<b>Mr. Santhosh Kumar Yadav</b>	
<b>Designation</b>	<b>Lecturer</b>	
<b>Grade</b>	<b>M7</b>	
<b>Components</b>	<b>Monthly (In Rs./-)</b>	<b>Annual (In Rs./-)</b>
Basic	35475	425700
HRA	17738	212856
Conveyance Allowance	1600	19200
Medical Allowance	1250	15000
Special Allowance	62187	746244
<b>Gross Salary (A)</b>	<b>118250</b>	<b>1419000</b>
Gratuity*	1706	20472
Mediclaim **	50	600
<b>Total Retiral Benefits (B)</b>	<b>1756</b>	<b>21072</b>
<b>CTC (A+B)</b>	<b>120006</b>	<b>1440072</b>
<b>Variable Pay# (C)</b>	<b>-</b>	<b>160008</b>
<b>CTC (A + B+ C)</b>	<b>120006</b>	<b>1600080</b>

\* You will be entitled for Gratuity after completion of 5 yrs. continuous service with Aakash Educational Services Ltd as per Gratuity Act, 1972.

\*\* Group Mediclaim & Personal Accident Insurance coverage as per Company policy.

# Variable Pay: Variable Pay will be paid half yearly on the basis of Branch/Department/Company & Your performance.

Eligibility for Variable Pay: You have to be on the active rolls of the Company on the day of disbursement of Variable Pay.

Computation: Variable Pay will be paid for the days worked in the financial year, excluding loss of pay days.

Company reserves the right to hold or terminate the benefits of Variable Pay any time during the tenure of your employment and same cannot be rightfully claimed with Company.

For Joiners between April to June, Variable Pay will be paid on the pro-rata basis half-yearly with October & April salary.

For Joiners between October to December, Variable Pay will be paid on the pro-rata basis half-yearly with April & October salary.

For Joiners between July to September and January to March, Variable Pay will be paid on prorata basis for days worked with April and October salary respectively.

*Santhosh k p*  
Signature of Employee

The screenshot shows a Gmail email interface. The browser's address bar displays a long URL from mail.google.com. The email header includes:

- From:** "trina mitra" <trina.mitra@planetspark.in>
- To:** "Alok Kumar" <alokkushwaha@ggu.ac.in>
- Cc:** swati@planetspark.in, "sarthak garg" <sarthak.garg@planetspark.in>
- Sent:** Friday, November 12, 2021 12:00:33 PM
- Subject:** Re: Invitation for Placement Drive in School of Studies in Engineering & Technology, Guru Ghasidas University (A Central University) Bilaspur

The email body contains the following text:

Hi,

Please find below the selected candidates.

Please share the following mail to the selected candidates and ask them to go through the link shared below. Please give the confirmation of the same by Monday

Dear Candidate,  
Congratulations!!!!

Your profile is selected for a Business Development Counselor role with us.

To take the process ahead ,you are required to go through the below mentioned **Sales Manual link** and **attached Training Video links** in order to understand the product and process of the company well.

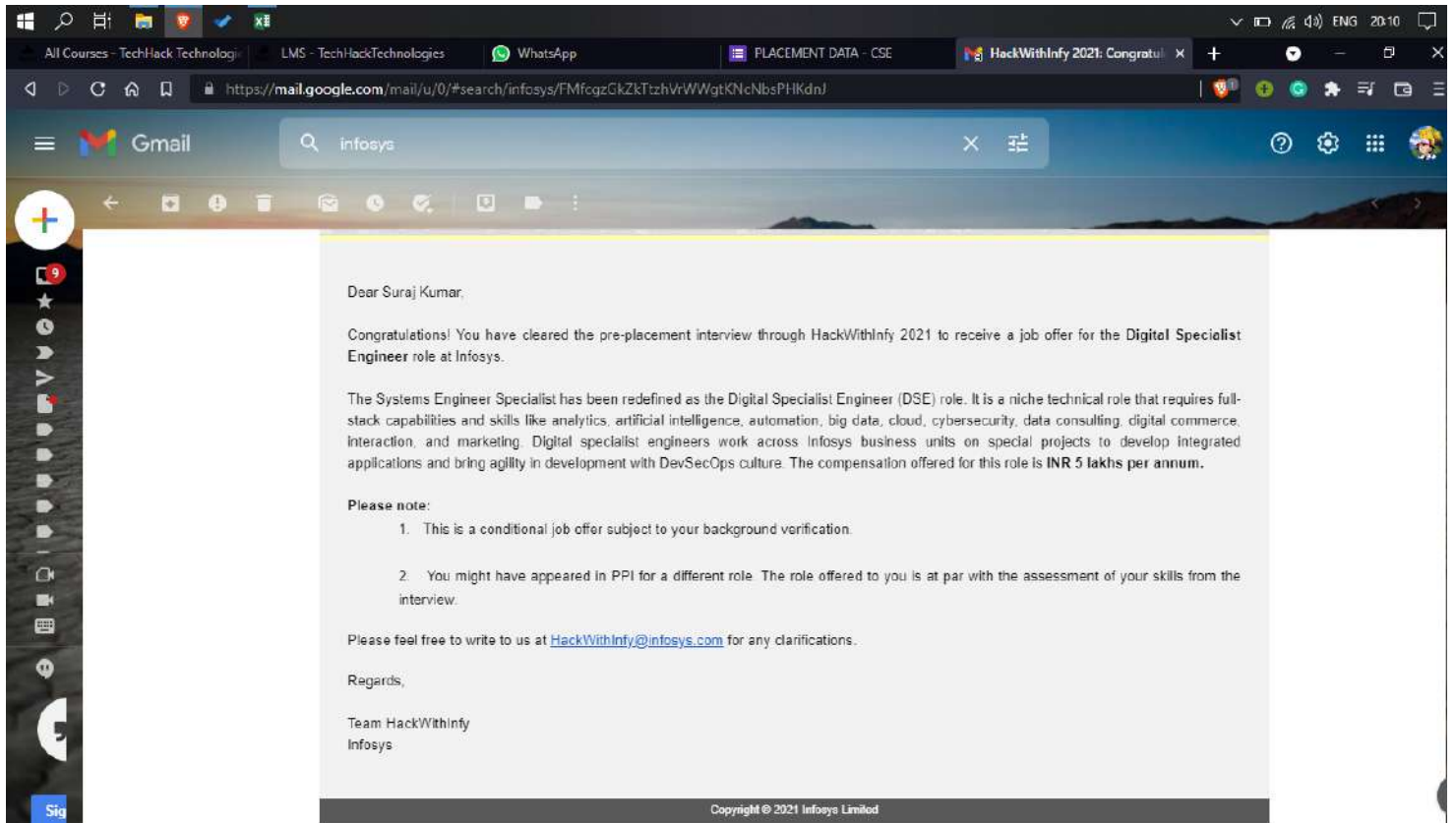
Sales Manual <https://bit.ly/381GSMB>

Pls send in an acknowledgement of the same,so we can get an offer released accordingly.

**Please send a sign off from the candidates stating that they would not be sitting for any campus placement further.**

Mahima Shukla	BDC	Domestic
---------------	-----	----------

Please ask them to send the following documents:




9:07 PM | 0.0KB/s

VoWiFi 42

← [Download] [Trash] [Email] [More]

Wipro Campus Update\_LOI Inbox ★

 **Campus HR Team** 5:45 pm  
to me ▾

December 9, 2021

Dear Pranjali Priya ,  
Resume Number - 23284876

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Project Engineer** which will be in Career Band **TRB-II** of the organization.

The salary stack for this role is detailed below.  
Do reach out to us should you have any clarifications.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,450

5:16

📶 24%



## TCS Offer Letter Inbox



TCS Recruitment - Entry... 2 Nov



to Me ▾

Dear Hanumanthu Sandeep,

Congratulations! We are delighted to inform you that you have been successfully completed our initial selection process. We are pleased to share the TCS Offer Letter with you.

Your Offer Letter is available to in your NextStep account.

Follow the instructions given below to accept your Offer Letter:

1. Connect to the internet and click on the link: <https://nextstep.tcs.com>.
2. Login to the system using your Login Credentials.
3. To accept the offer letter, click on Offer Letter.
4. Click on I Accept button to accept the offer
5. Once you accept the offer letter, you can download the same.

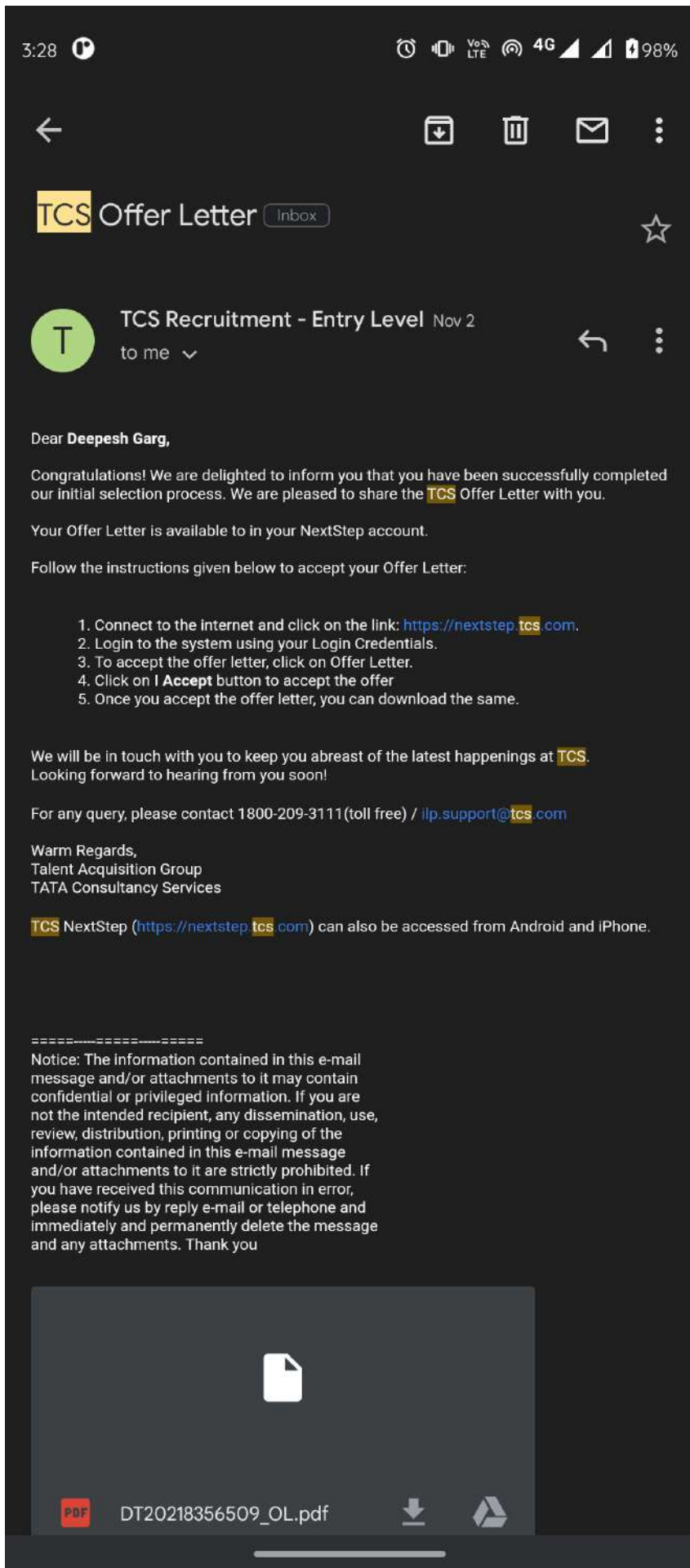
We will be in touch with you to keep you abreast of the latest happenings at TCS.  
Looking forward to hearing from you soon!

For any query, please contact 1800-209-3111 (toll free) / [ilp.support@tcs.com](mailto:ilp.support@tcs.com)

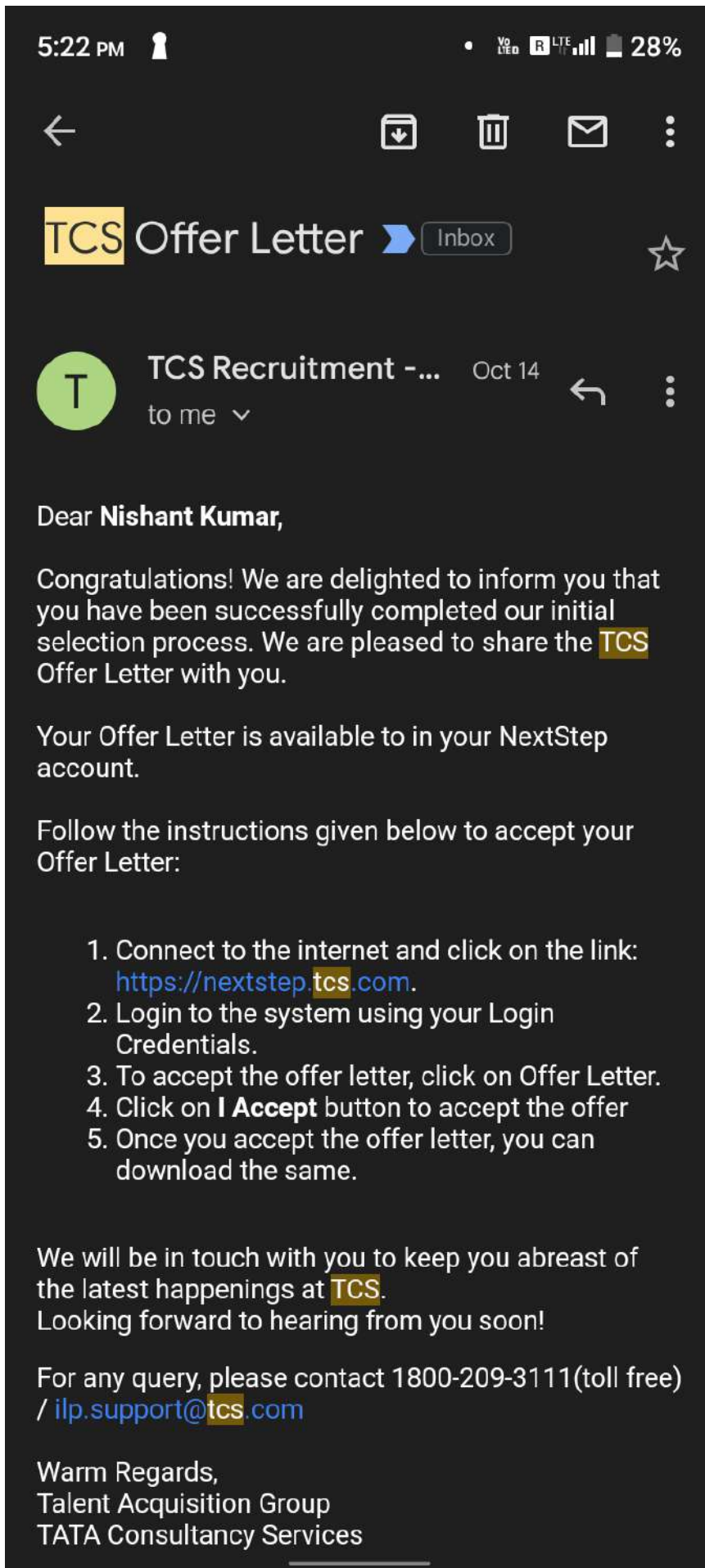
Warm Regards,  
Talent Acquisition Group  
TATA Consultancy Services













Soumyajit Saha.pdf



CIN Number U74900KA2012FTC064201

**December 20, 2021**Name: **Soumyajit Saha**Designation: **Associate Consultant**Band: **A3**Work Location: **Bangalore/Pune**Dear **Soumyajit**,

Thank you for participating in our campus hiring process. We congratulate you on clearing our selection process and pleased to inform you that you have been shortlisted. We are glad to issue the Letter of Intent to offer employment with Allstate Solutions India Pvt Ltd. (ASPL, India)

However, the offer of employment will be subject to,

- You clearing the course- Graduation / Post Graduation (as applicable), with minimum 60% aggregate marks
- Your consent, that you are flexible to work in any shifts/ rotation shifts, including night shifts/ process /project at ASPL, India.
- You will not have any backlogs on completion of the course.
- Your Successful completion of background check.

Your proposed CTC would be INR **550,000/-** per annum and your work location would be Bangalore or Pune. You would also be eligible for a Joining Bonus of INR **100,000/-** less applicable tax withholdings. The bonus is payable within 30 days of your start date. The payout will be recovered in full (100%) if you leave the organization within one year from the date of joining.

Please be informed that this Letter of Intent is applicable only for ASPL, India and is non-transferrable. It does not constitute a contract of employment or guarantee you any employment with ASPL, India. ASPL, India reserves the right to withdraw this Letter of Intent or to modify any terms, without any prior notice, at its sole discretion.

We look forward to having you onboard and wish you a successful career with the organization.

With best wishes,

Yours Sincerely,  
For Allstate Solutions India Pvt Ltd.

**Allstate Solutions Private Limited**  
RMZ Ecoworld, 7th Floor, Building No. 1, Devarabeesanahalli, Varthur Hobli,  
Bangalore - 560 103, India. Tel: +91-80-4087 3300 Fax: +91-80-30890506  
www.allstate.com/india / aspl@allstate.com  
(Formerly, Northbrook Services India Pvt Ltd. 67-4, 4th Cross, Lavelle Road Bangalore - 560001)





Notification - NCSI Inbox



Sonali Priyadarsini (NCS) 17 Jun  
to me ▾



Hi Amit,

We would like to thank you for your interest in career opportunities with NCS India. It gives me immense pleasure to share with you that you have been successful in your interview with us, and we would like to bring you on-board. Congratulations!!

We have onboarded few people in the first batch. We are planning onboarding dates internally for subsequent batches. Please note, you joining date is likely to be confirmed by early August. We will notify you in case there is any change.

We appreciate your patience and look forward to having you onboard soon!

Thanks & Regards,



Sonali Priyadarsini

People & Culture

NCSI Technologies (India) Private Limited (A member of Singtel Group)

IT-7, 5th Floor, VITP, Blue Ridge,

Hinjewadi Phase 1, Pune – 411057, India

[ncs.co](http://ncs.co)





**December 20, 2021**

**Name: Ankamreddi Vamsi Krishna Raja**

**Designation: Associate Consultant**

**Band: A3**

**Work Location: Bangalore/Pune**

**Dear Ankamreddi,**

Thank you for participating in our campus hiring process. We congratulate you on clearing our selection process and pleased to inform you that you have been shortlisted. We are glad to issue the Letter of Intent to offer employment with Allstate Solutions India Pvt Ltd. (ASPL, India)

However, the offer of employment will be subject to,

- You clearing the course- Graduation / Post Graduation (as applicable), with minimum 60% aggregate marks
- Your consent, that you are flexible to work in any shifts/ rotation shifts, including night shifts/ process /project at ASPL, India.
- You will not have any backlogs on completion of the course.
- Your Successful completion of background check.

Your proposed CTC would be INR **550,000/-** per annum and your work location would be Bangalore or Pune. You would also be eligible for a Joining Bonus of INR **100,000/-** less applicable tax withholdings. The bonus is payable within 30 days of your start date. The payout will be recovered in full (100%) if you leave the organization within one year from the date of joining.

Please be informed that this Letter of Intent is applicable only for ASPL, India and is non-transferrable. It does not constitute a contract of employment or guarantee you any employment with ASPL, India. ASPL, India reserves the right to withdraw this Letter of Intent or to modify any terms, without any prior notice, at its sole discretion.

We look forward to having you onboard and wish you a successful career with the organization.

With best wishes,

A handwritten signature in black ink that reads "Ashish Niranjana".

Yours Sincerely,  
For Allstate Solutions India Pvt Ltd.