



5.2.1 Number of placement of outgoing students during the year 2023-2024

Year	Name of student placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
2023 - 2024	Harshda Bholeshankar Kamthe ,harshdaharshu2001@gmail.com	B.Pharm	COTIVITI, atish.chintalwar @cotiviti.com	500665
2023 - 2024	Vidya Chaudhari ,vidyachaudhari30520@gmail.com	B.Pharm	Lilac Insights PVT LTD, milap.sawant@lilacinsights.com, milap.sawant@lilacinsights.com	425000
2023 - 2024	Abhinavshashikantthorat ,abhinavthorat2102@gmail.com	B.Pharm	TATA Consultancy Services TCS, rampalle.vishal@tcs.com, rampalle.vishal@tcs.com	169920
2023 - 2024	ABHISHEK GOKUL SHENDURKAR 950abhi@gmail.com	B.Pharm	Sanofi India Ltd, Namrata.Velingker@sanofi.com, Namrata.Velingker@sanofi.com	198000
2023 - 2024	Aditi Pratap Jagtap, aditijagtap0606@gmail.com	B.Pharm	GRG Health, sweedal.fernandes@grgonline.com, sweedal.fernandes@grgonline.com	327000
2023 - 2024	ADITYA DINESH SHINDE ,shindeaditya703@gmail.com	B.Pharm	Vitamystic Healthcare PVT LTD, hr1@vitamystic.com, hr1@vitamystic.com	200129
2023 - 2024	ADITYA KUMAR KASAR, adityakasar9459@gmail.com	B.Pharm	Cognizant Technology Solutions India Private Limited, Kaustubh.Thanawala@cognizant.com	249996
2023 - 2024	ADITYA LAXMAN BABHALKAR ,babhalkaraditya@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000
2023 - 2024	AJIT VISHWANATH SAINI ajitsaini572@gmail.com	B.Pharm	Genius Consultants Ltd (MEDIKABAZAAR), rajesh.shetty@medikabazaar.com, rajesh.shetty@medikabazaar.com	315000



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2023 - 2024	Akanksha Krishna Dhanawade,akkidhanawade701@gmail.com	B.Pharm	ATOS Syntel,nairatosindia@gmail.com	425000
2023 - 2024	AKASH BABURAO PAWAR,skypa7788@gmail.com	B.Pharm	KollectcarePvt.Ltd GRG group,sweedal.fernandes@grgonline.co	340300
2023 - 2024	AKSHAY CHANDRAKANT KARPE,karpe165@gmail.com	B.Pharm	Troikaa Pharmaceuticals Ltd.recruitment@troikaa pharma.com	276000
2023 - 2024	ANJALI SANTOSH RAJURWAR ,anjalirajurwar@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	ANKITA PRALHAD KHAIRE,ankitakhair67@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	ANUSHKA DILIP BORASTE ,anushka.boraste@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	ARTI ANIL CHOUDHARI , artichoudhari7181@gmail.com	B.Pharm	advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	ASHISH VISHNU GARKAL ,garkalashish9040@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	AshwinimJijaramBharmal ,bharmalashwinin9@gmail.com	B.Pharm	Fortrea Scientific Private Ltd ( WISSEN), info@wisseninfotech.com	355229
2023 - 2024	CHAITALI NAVNATH JEDHE chetali2003@gmail.com	B.Pharm	Fortrea Scientific Private Ltd ( WISSEN), info@wisseninfotech.com	355229
2023 - 2024	CHAITANYA MADHUKAR MALI , malichaitanya2201@gmail.com	B.Pharm	Lilac Insights PVT LTD,milap.sawant@lilacinsights.com	425004
2023 - 2024	ChinmayeeYuvrajChavan ,chinmayeechavan1018@gmail.com	B.Pharm	Lilac Insights PVT LTD,milap.sawant@lilacinsights.com	425004
2023 - 2024	DEEP KISHORKUMAR BISEN, deepkishorkumarbisen@gmail.com	B.Pharm	Techsurance Pvt Ltd	242076
2023 - 2024	DEEPTI MACHINDRA GUNJAL ,deeptigunjal8010@gmail.com	B.Pharm	Wipro ltd	300000
2023 - 2024	DEVANG RAMESH BHOKARE , devangbhokare@gmail.com	B.Pharm	Lilac Insights PVT LTD,milap.sawant@lilacinsights.com	425004
2023 - 2024	DEVESHREE KIRAN PATIL ,deveshree2002@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000



  
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2023 - 2024	GAURAV PAVAN KELA ,guravkela722@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.c om	169920
2023 - 2024	GAUTAMI SANTOSH KHINVASARA ,khinvasaragautami05@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.c om	169920
2023 - 2024	GAYATRI Yogesh DHEPE ,gayatridhepe0508@gmail.com	B.Pharm	Genius Consultants Ltd(MEDIKABAZAAR),rajes h.shetty@medikabazaar.c om	315000
2023 - 2024	Harshada Sunil Tandale ,harshadatandale001@gmail.com	B.Pharm	Genius Consultants Ltd(MEDIKABAZAAR),rajes h.shetty@medikabazaar.c om	315000
2023 - 2024	ISHWARI SHALIKRAM MASRAM	B.Pharm	Vitamystic Healthcare PVT LTD,hr1@vitamystic.com	200129
2023 - 2024	KAJAL GANPAT THETE,kajalthete2002@gmail.com	B.Pharm	Fortrea Scientific Private Ltd ( WISSEN)	355229
2023 - 2024	KOMAL DNYANESHWAR WANKHADE ,wankhadekomal19@gmail.com	B.Pharm	GRG Health,sweedal.fernande s@grgonline.com	327500
2023 - 2024	MOHAMMAD SAMEER RAFIK SHAIKH, sameer1272002@gmail.com	B.Pharm	taksonpharma	300000
2023 - 2024	Mr.VijayShinde	B.Pharm	Synergen Bio	160000
2023 - 2024	OMKAR NANDKUMAR JADHAV ,omkar.jadhav1098@gmail.com	B.Pharm	Genius Consultants Ltd(MEDIKABAZAAR),rajes h.shetty@medikabazaar.c om	315000
2023 - 2024	ONKAR JADHAV ,jadhavonkar1303@gmail.com	B.Pharm	GRG Health,sweedal.fernande s@grgonline.com	327500
2023 - 2024	PAWAN RAMRAO PAWAR pawan.pawarr30@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.c om	169920
2023 - 2024	POOJA SHANKAR HATKAR poojahatkar17032002@gmail.com	B.Pharm	i3systems	160000
2023 - 2024	PRADNYA KALLYAN AUTADE , pradnya30autade@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000



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2023 - 2024	PRANAV PRAMOD JADHAV, pranav.jadhav0901@gmail.com	B.Pharm	R.G.ENTERPRISES AHPL	241200
2023 - 2024	PRATHAM UMESH PAWAR prathampawar113@gmail.com	B.Pharm	micro labs ltd	230040
2023 - 2024	Prathamesh Nitin Khandge prathameshkhandge53@gmail.com	B.Pharm	Fortrea Scientific Private Ltd ( WISSEN), info@wisseninfotech.com	355229
2023 - 2024	PRATIK ARUN CHAVAN chavanpratik642@gmail.com	B.Pharm	Genius Consultants Ltd(MEDIKABAZAAR),rajes h.shetty@medikabazaar.c om	315000
2023 - 2024	PRATIKSHA MAHADEV PAWAR pp4686652@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.c om	169920
2023 - 2024	RAJASHREE DNYANDEO KALE ,rajashreekale2002@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000
2023 - 2024	RAJESH MUNJA GUTTE ,rajeshgutte1004@gmail.com	B.Pharm	Vitamystic Healthcare PVT LTD,hr1@vitamystic.com	200129
2023 - 2024	RIYA SHIVAJI SHIRKE ,riyashirke1959@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.c om	169920
2023 - 2024	RutujaGanpatPatil ,patilrutuja325@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.c om	169920
2023 - 2024	RUTUJA SUBRAO BHOSALE rutujab909@gmail.com	B.Pharm	Sanofi India Ltd,Namrata.Veilingker@s anofi.com	198000
2023 - 2024	RUTWIK CHANDRAKANT PAWAR,rutvik.c.pawar@gmail.com	B.Pharm	Omni Protech Drugs Pvt Ltd,hr@omni.co.in,	160000
2023 - 2024	SAHIL ANIL AMBLE amblesahil007@gmail.com	B.Pharm	Vitamystic Healthcare PVT LTD,hr1@vitamystic.com	200129
2023 - 2024	SAKSHI PRAVIN PALVE ,sakshippalve@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantm ed.com	300000
2023 - 2024	SANIKA ANAND SHELAR sanikashelar02@gmail.com	B.Pharm	GalenticPharma India PVT LTD	216315
2023 -	SARVESH DILIP KULKARNI, s.d.kulkarni4270@gmail.com	B.Pharm	AMICUS RCM SERVICES PVT LTD.Fedora	243426



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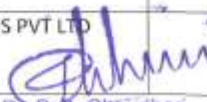


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2023 - 2024	SAYALI MADHUKAR NAGRE ,sayalinagre0109@gmail.com	B.Pharm	GRG Health,sweedal.fernandes@grgonline.com	327500
2023 - 2024	SAYALI RAJU SHINDE ,sayalis851@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	SHADAB ABDUL KADAR SHAikh,shadabshaikh2048@gmail.com	B.Pharm	Omni Protech Drugs Pvt Ltd,hr@omni.co.in	160000
2023 - 2024	SHIVAM SUNIL PHASALE, cherrylouis413@gmail.com	B.Pharm	Lilac Insights PVT LTD,milap.sawant@lilacinsights.com	425004
2023 - 2024	SHREYAS RAGHUNATH MOHITE ,shreyasmohite245@gmail.com	B.Pharm	GRG Health,sweedal.fernandes@grgonline.com	327500
2023 - 2024	SHREYASH ARUN GHUIKAR ,shreyashghuikar2002@gmail.com	B.Pharm	freseniuskabi, Bhagyashree.Nipunage@fresenius-kabi.com	216000
2023 - 2024	SHRUTI BHARAT GADHAVE ,shrutigadhave2002@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000
2023 - 2024	SIDDHI CHAVAN,siddhichavan2511@gmail.com	B.Pharm	Cognizant Technology Solutions India Private Limited	249996
2023 - 2024	SIDDHI SIDDHARTH KAMBLE ,salomikamble2002@gmail.com	B.Pharm	Genius Consultants Ltd(MEDIKABAZAAR),rajesh.shetty@medikabazaar.com	315000
2023 - 2024	Siddhi SudhirWaghule ,siddhiwaghule@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.com	169920
2023 - 2024	SNEHA SATISH BHUSARE ,snehabhusare19022001@gmail.com	B.Pharm	GRG Health,sweedal.fernandes@grgonline.com	327500
2023 - 2024	SNEHAL BAGADE bagade.snehal129@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	SOHAM SHEKHAR DOSHI sohamdoshi109@gmail.com	B.Pharm	Lilac Insights PVT LTD,milap.sawant@lilacinsights.com	425004
2023 - 2024	Sohan Bharambe,sohanbharambe672@gmail.com	B.Pharm	PharmNXTEkuse Pvt Ltd	300354
2023 - 2024	SRUSHTI SAMIR PHAND phandsrushti60@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000



  
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2023 - 2024	SudhirGiridhar Gaikwad_gaikwadsudhir000@gmail.com	B.Pharm	Omni Protech Drugs Pvt Ltd,hr@omni.co.in,hr@omni.co.in	160000
2023 - 2024	SUKANYA KALYAN VYAVAHARE, vyavaharesukanya@gmail.com	B.Pharm	Kollectcare PVT LTD,sweedal.fernandes@grgonline.com	340300
2023 - 2024	SUSHIL KRISHNA JHA sushiljha668@gmail.com	B.Pharm	freseniuskabi, Bhagyashree.Nipunage@fresenius-kabi.com	216000
2023 - 2024	SWAMINI SANTOSH DHERE ,dheres047@gmail.com	B.Pharm	GRG Health,sweedal.fernandes@grgonline.com	327500
2023 - 2024	SWAPNALI LAXMAN SHEDGE, swapnalishedge05@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.com	169720
2023 - 2024	TANUJA RAVINDRA PATIL ,patiltanuja161@gmail.com	B.Pharm	Advantmed India LLP,Hiren.Shah@advantmed.com	300000
2023 - 2024	TRUPTI SUDHIR BHANGARE,truptibhangare03@gmail.com	B.Pharm	ATOS Syntel,nairatosindia@gmail.com	425000
2023 - 2024	VAISHNAVI DADARAO MORE morevaishnavi68@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000
2023 - 2024	VAISHNAVI MACHINDRA SHINGADE,vaishnavishingade012@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.com	169920
2023 - 2024	VAISHNAVI PRAKASH ZOND, zondvaishnavi@gmail.com	B.Pharm	Gebbs	120000
2023 - 2024	VAISHNAVI SUNIL LOKHANDE vaishnavilokhande57@gmail.com	B.Pharm	ProductDossier solutions indiapvt ltd	300000
2023 - 2024	Vikasmadhukar gore ,vikasgore699@gmail.com	B.Pharm	MEDITAB SOFTWARE INDIA PVT LTD	296904
2023 - 2024	VINAYAKASHISH PRADIPRAO KULKARNI ,ashishkulkarni017@gmail.com	B.Pharm	Genius Consultants ltd(MEDIKABAZAAR),rajesh.shetty@medikabazaar.com	315000
2023 - 2024	VRUSHALI RAVINDRA BHARATE,vrusha.bharate@gmail.com	B.Pharm	TATA Consultancy Services TCS,rampalle.vishal@tcs.com	169920
2023 -	YASH DATTATRAY KUDALE,yashkudale990@gmail.com	B.Pharm	Future Genral total insurance solutions	850000



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2023 - 2024	YashrajRavindraDhamale ,yashdhamale66@gmail.com	B.Pharm	Vitamystic Healthcare PVT LTD,hr1@vitamystic.com	200129
2023 - 2024	PrernaManoharPatil prernapatil121@gmail.com	B.Pharm	EMPCLAIMS PVT LTD	336000
<b>M. PHARMACY</b>				
2023 - 2024	Sadhana Sandeep Pawar, ssppawar22@gmail.com	M.Pharmacy	Avivpro PVT LTD,info@vivpro.ai	800000
2023 - 2024	AlfiyaMahibubBiradar, alfiyabiradar1621@gmail.com	M.Pharmacy	Avivpro PVT LTD,info@vivpro.ai	800000
2023 - 2024	AbhijeetPrabhakar More,moreabhi0808@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, <a href="mailto:vishal.ghune@cognizant.com">vishal.ghune@cognizant.com</a>	249996
2023 - 2024	Abhishek Namdev Nagure,abhisheknagure34@gmail.com	M.Pharmacy	Enzene Biosciences LTD, info@enzene.com	425000
2023 - 2024	AdilMukhtarPathan adilkhanaa7743@gmail.com	M.Pharmacy	Sqarona Medical Communication LLP,contact@sqarona.com	216000
2023 - 2024	ADITYA DEVENDRA CHONDE adityachonde2000@gmail.com	M.Pharmacy	PELLTECH HEALTHCARE PVT LTD	300000
2023 - 2024	Ajay Prakash Patange, ajaypatange04@gmail.com	M.Pharmacy	Macleods Pharmaceuticals,karanka nts@macleodspharma.com	120000
2023 - 2024	Akanksha Vijay Patil akankshavpatil13@gmail.com	M.Pharmacy	Ascentrik Research PVT LTD,info@ascentrik.co.in	281580
2023 - 2024	AnimeshRamkrushnaPatil animeshp441@gmail.com	M.Pharmacy	Ascentrik Research PVT LTD,info@ascentrik.co.in	281580
2023 - 2024	Anjali Sunil Gaikwad, gaikwadanjali97@gmail.com	M.Pharmacy	Ascentrik Research Pvt Ltd,info@ascentrik.co.in	281580
2023 - 2024	Anuradha Kaka Kamble,anuradhakamble3407@gmail.com	M.Pharmacy	Aragen Life Sciences Ltd, <a href="mailto:renuka.krishna@aragen.com">renuka.krishna@aragen.com</a>	360000



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2023 - 2024	Anushri Ashok Deulkar anushrideulkar24@gmail.com	M.Pharmacy	SNBP COLLEGE OF PHARMACY	300000
2023 - 2024	Arpita Vitthal Yalsangi arpitayalsangi1955@gmail.com	M.Pharmacy	Sqarona Medical Communication LLP, contact@sqarona.co m	216000
2023 - 2024	Damini Pradip Shinde daminishinde2018@gmail.com	M.Pharmacy	Aragen Life Sciences LTD, <a href="mailto:renuka.krishna@aragen.com">renuka.krishna@aragen.com</a>	360000
2023 - 2024	Divya Madhukardhamankar, divya24dhamankar@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, <a href="mailto:vishal.ghune@cognizant.com">vishal.ghune@cognizant.com</a>	249996
2023 - 2024	FIZA VAHED SHAIKH fiza131200@gmail.com	M.Pharmacy	RUBICON RESEARCH PVT LTD, priyanka.patil@rubic on.co.in	156000
2023 - 2024	Ganesh Shivanand Desai, ganeshsdesai10@gmail.com	M.Pharmacy	Callidus Research Lab, shailesh@calliduslabs .com	210000
2023 - 2024	Gayatri Bhagwan Jagdale gayatrijagdale007@gmail.com	M.Pharmacy	Endo India par Formulations PVT LTD, Gupta.Priya@endo.c om	400008
2023 - 2024	Geetanjali Pandurang More, moregeetanjali2000@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, <a href="mailto:vishal.ghune@cognizant.com">vishal.ghune@cognizant.com</a>	249996
2023 - 2024	Harshal Rajesh Patil, harshalp13122000@gmail.com	M.Pharmacy	Micro Labs LTD, goahr@microlabs.in	300000
2023 - 2024	Harshal Durgadas Dishware harshalidishware@gmail.com	M.Pharmacy	GOVT JOB PHARMACIST	518364
2023 - 2024	Kalyani Shantaram Ghotekar , kalyanighotekar123@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, <a href="mailto:vishal.ghune@cognizant.com">vishal.ghune@cognizant.com</a>	249996
2023 - 2024	Krishna Gangadhar Halne krishnahalne@gmail.com	M.Pharmacy	Callidus Research Lab, shailesh@calliduslabs .com	210000
2023 - 2024	Madhuri Ashok Gangurde madhurigangurde989@gmail.com	M.Pharmacy	RUBICON RESEARCH PVT LTD, priyanka.patil@rubic on.co.in	156000
2023	MEGHANA NITIN PATIL	M.Pharmacy	Callidus Research	210000



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- 2024	meghanapatil7953@gmail.com		Lab,shailesh@calliduslabs.com	
2023 - 2024	MOHINI BHARAT JADHAV jhadhvmohini@gmail.com	M.Pharmacy	RUBICON RESEARCH PVT LTD,priyanka.patil@rubicon.co.in	156000
2023 - 2024	Monika Vasant Rathod,monikarathod702@gmail.com	M.Pharmacy	Late LaxmibaiPhadtare College of Pharmacy Indapur	300000
2023 - 2024	Ms.PratikshaMadar	M.Pharmacy	Sqarona Medical Communication LLP,contact@sqarona.com	216000
2023 - 2024	NehaAmolBarde nehabarde733@gmail.com	M.Pharmacy	9hankarraoursal college of pharmacy kharadi	240000
2023 - 2024	Nitin MachhindraBhand bhandnitin18@gmail.com	M.Pharmacy	Endo India par Formulations PVT LTD,Gupta.Priya@endo.com	400008
2023 - 2024	OmkarDattatrayMakey makeyomkar123@gmail.com	M.Pharmacy	IQVIA,navitha.gouli@iqvia.com	453600
2023 - 2024	ONKAR VISHNU SURWASE onkarsurwase9756@gmail.com	M.Pharmacy	Vaishali tai Jondhale College of Pharmacy Dombivali Mumbai	300000
2023 - 2024	PallaviSudhakar Hake pallavihake22@gmail.com	M.Pharmacy	PES Society's Modern college of Pharmacy Moshi	350000
2023 - 2024	PavanBaburaoNavghare, pavannavghare9730@gmail.com	M.Pharmacy	Macleods Pharmaceuticals ,karankants@macleodspharma.com	120000
2023 - 2024	Poojabharatsalgar poojasalgar2000@gmail.com	M.Pharmacy	Callidus Research Lab,shailesh@calliduslabs.com	210000
2023 - 2024	Pooja Nana Sawant poojasawant322000@gmail.com	M.Pharmacy	Endo India par Formulations PVT LTD,Gupta.Priya@endo.com	400008
2023 - 2024	PoojaPrabhu Nagalapur,poojanagalapur2000@gmail.com	M.Pharmacy	TATA Consultancy Services TCS,rampalle.vishal@tcs.com	263000
2023 - 2024	PrajaktaBajrangJagtap ,prajaktabjagtap2000@gmail.com	M.Pharmacy	RUBICON RESEARCH PVT LTD,priyanka.patil@rubicon.co.in	156000
2023 -	Prathmesh Ashok Nale, prathmesh.nale@gmail.com	M.Pharmacy	Macleods Pharmaceuticals	120000



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2024			karankants@macleodspharma.com	
2023 - 2024	PratikshaLaxmanRaut pratikshraut7@gmail.com	M.Pharmacy	Callidus Research Lab,shailesh@calliduslabs.com	210000
2023 - 2024	Pratiksha Ramesh Madar pratikshamadar24@gmail.com	M.Pharmacy	Sqarona Medical Communication LLP,contact@sqarona.com	216000
2023 - 2024	PurvaVighneshwarVernekar purvavernekar25@gmail.com	M.Pharmacy	RUBICON RESEARCH PVT LTD,priyanka.patil@rubicon.co.in	156000
2023 - 2024	RAHUL RAMDAS GAMBHIRE, rahulgambhire007@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, vishal.ghune@cognizant.com	249996
2023 - 2024	Rasika Prakash Babbhulkar ,rasikapb91@gmail.com	M.Pharmacy	Ascentrik Research PVT LTD,info@ascentrik.co.in	281580
2023 - 2024	RenukaGangadhar Zarekar,zarekarrenuka99@gmail.com	M.Pharmacy	Sanofi India Ltd,Namrata.Velingker@sanofi.com	228000
2023 - 2024	Rutuja Satish Sonawane ,rutujasonawane2610@gmail.com	M.Pharmacy	Ascentrik Research PVT LTD,info@ascentrik.co.in	281580
2023 - 2024	SakshiRajendraSonawane sakshisonawane1820@gmail.com	M.Pharmacy	Callidus Research Lab,shailesh@calliduslabs.com	210000
2023 - 2024	Samiksha Sanjay Patokar samikshapatokar@gmail.com	M.Pharmacy	IQVIA,navitha.gouli@iqvia.com	453600
2023 - 2024	Samruddhi Ganesh Ingle ,samuingle22@gmail.com	M.Pharmacy	Aragen Life Sciences Ltd, renuka.krishna@aragen.com	360000
2023 - 2024	SharadhaShivajiTikate ,shradhatikate@gmail.com	M.Pharmacy	Sojar college of Pharmacy khandvibarshi	300000
2023 - 2024	ShivshankarRamraoWaghmare waghmareshiv01@gmail.com	M.Pharmacy	Sqarona Medical Communication LLP,contact@sqarona.com	216000
2023 - 2024	ShubhamSharad Deshpande ,deshpandeshubham40@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, vishal.ghune@cognizant.com	249996
2023	SHUBHANGI NAVNATH SHINDE	M.Pharmacy	Sqarona Medical	216000



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



### Criteria 5: Student Support and Progression



- 2024	shindeshubhangi7218423531@gmail.com		Communication LLP,contact@sqrana.com	
2023 - 2024	Sneha Satish Jadhav snehajadhav8389@gmail.com	M.Pharmacy	IQVIA,navitha.gouli@iqvia.com	453600
2023 - 2024	SnehalHanamantKasture kasturesnehal1012@gmail.com	M.Pharmacy	RUBICON RESEARCH PVT LTD,priyanka.patil@rubicon.co.in	156000
2023 - 2024	SnehalTukaramBorude snehalborude2018@gmail.com	M.Pharmacy	IQVIA,navitha.gouli@iqvia.com	453600
2023 - 2024	SonalDattatrayaSabale sonalsabale2000@gmail.com	M.Pharmacy	IQVIA,navitha.gouli@iqvia.com	453600
2023 - 2024	Swapnil Suresh Tarate swapniltarate100@gmail.com	M.Pharmacy	Callidus Research Lab,shailesh@calliduslabs.com	210000
2023 - 2024	TRUPTI BHAUSAHEB GADHAVE, truptigadhav743@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, <a href="mailto:vishal.ghune@cognizant.com">vishal.ghune@cognizant.com</a>	249996
2023 - 2024	VAIBHAV SHIVAJI MALI vsmali7544@gmail.com	M.Pharmacy	Aragen Life Sciences LTD, <a href="mailto:renuka.krishna@aragen.com">renuka.krishna@aragen.com</a>	360000
2023 - 2024	Vaishnavi Suresh More vmore2943@gmail.com	M.Pharmacy	Moniom India Pharma PVT Ltd	248521
2023 - 2024	Varsha Sunil Pawar varshapawar1516@gmail.com	M.Pharmacy	Aragen Life Sciences LTD, <a href="mailto:renuka.krishna@aragen.com">renuka.krishna@aragen.com</a>	360000
2023 - 2024	Vishal AnnasahebVare warevishal8@gmail.com	M.Pharmacy	Cognizant Technology Solutions India Private Limited, <a href="mailto:vishal.ghune@cognizant.com">vishal.ghune@cognizant.com</a>	249996
2023 - 2024	Nitesh Agrawal ramagarwal5656@gmail.com	Pharm D	Apollo Hospital, Mumbai <a href="mailto:krishnan_sm@apollohospitals.com">krishnan_sm@apollohospitals.com</a>	240000
2023 - 2024	Gaurav Memane memanegaurav93@gmail.com	Pharm D	Sahyadri Hospital, Nashik <a href="mailto:recruitments@sahyadrihospital.com">recruitments@sahyadrihospital.com</a>	300000
2023 - 2024	AtharvaNanday atharvananday7@gmail.com	Pharm D	Jupiter Hospital,Pune <a href="mailto:punehr@jupiterhospital.com">punehr@jupiterhospital.com</a>	300000
2023	Shiva Khanal	Pharm D	Bharati Hospital, Pune	250000



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### Criteria 5: Student Support and Progression



- 2024	shivakhana1999@gmail.com		recruitments@bharatihospitals.com	
2023 - 2024	Abhishek Khaire abhishekkhaire7282@gmail.com	Pharm D	Apollo Hospital, Mumbai krishnan_sm@apollohospitals.com	240000
2023 - 2024	Esha Patel eship1202@gmail.com	Pharm D	Biosphere Clinical Research Pvt Ltd, hr@biospherecro.com	400000
2023 - 2024	AshwiniVare ashwinivare101@gmail.com	Pharm D	Aster AadharHospital,Kolhapur hr.prime@asterhospital.com	300000
2023 - 2024	HarshalJadhav harsh199912@gmail.com	Pharm D	KIMs Manavta Hospital, Nashik enquiry@kimsmanavata.net	210000
2023 - 2024	SujataThokal sujatathokal17@gmail.com	Pharm D	D.Y.Patil Hospital, Pune hr.hospital@dpu.edu.in	180000
2023 - 2024	AkashMahamuni akashmahamuni123@gmail.com	Pharm D	VishvaRaj Hospital, Pune hr@vrhpune.com	250000
2023 - 2024	RachitaRansubhe rachita23pharma@gmail.com	Pharm D	Advantmed India LLP Hiren.Shah@advantmed.com	300000
2023 - 2024	ShubhamKudale shubhamkudale312@gmail.com	Pharm D	Advantmed India LLP Hiren.Shah@advantmed.com	300000
2023 - 2024	SwapnilGhatule sghatule6700@gmail.com	Pharm D	Advantmed India LLP Hiren.Shah@advantmed.com	300000
2023 - 2024	VedantPatil viration1845@gmail.com	Pharm D	D.Y.Patil College of Pharmacy, Kolhapur info@dypatilkolhapur.org	350000
2023 - 2024	SatyawanKumbhar satyawankumbhar57@gmail.com	Pharm D	Modern College of Pharmacy mcpnigdi44@gmail.com	336000
2023 - 2024	SumedhaSavane sumedhsavane12@gmail.com	Pharm D	MGM Hospital, Mumbai hr@mgmhospitalvashi.net	250000
2023 - 2024	ShraddhaNachane shraddhapharma99@gmail.com	Pharm D	Beaver Lifesciences, Pune info@beaverlifescience.com	320000
2023 - 2024	Shweta Kendre kendreshweta2000@gmail.com	Pharm D	BharatiVidyapeeth, Mumbai bvuniversity@bharativedyapeeth.edu	440000
2023	VaishnaviChavan	Pharm D	KLE Medicover Hospital	250000



  
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Criteria 5: Student Support and Progression



2024	chvnvaishnavi@gmail.com		hello@hexahealth.com	
2023	SumeetUdawat sumeetudawat7083@gmail.com	Pharm D	Jehangir Hospital, Pune info@jehangirhospital.com	250000
2024				
2023	DivyaHagawane divyahagawane2944@gmail.com	Pharm D	ICMR, Pune recruitprojectcell@gmail.com	436000
2024				
2023	PratikshaBhoite pratikshabhoite22@gmail.com	Pharm D	Nobel Hospital, Pune noblecares@nobelhc.com	250000
2024				
2023	AparnaAwhad aparnaawhad2001@gmail.com	Pharm D	Bharati Hospital, Pune recruitments@bharatihospitals.com	250000
2024				
2023	JagrutiYenpure jyenpure20@gmail.com	Pharm D	PURE, Pune pure@purefoundation.in	336000
2024				
2023	VaishnaviPanchariya panchariyavaishnavi@gmail.com	Pharm D	MGM Hospital, Mumbai hr@mgmhospitalvashi.net	380000
2024				



*Signature*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# COTIVITI

## Cotiviti India Private Limited

Registered Office:  
10th Floor, Galaxy, Plot No. 1, Sy. No. 83/1, HYD Knowledge City,  
Raidurg, Serilingampally Mandal Hyderabad  
Rangereidi TG 500081 IN  
Tel: +91 40 6712 2222, Fax: +91 40 6712 2224  
CIN: U72300TG2007PTCO08813, Web: www.cotiviti.com

**Harshda Bholeshankar Kamthe**

Flat No. 1, Prema Apartment, Yamuna Nagar, Nigdi, Pune, Maharashtra - 411044

7-December-2024

Dear Harshda,

**Congratulations!!**

We are pleased to inform that you have been offered a position of **Specialist Payment Accuracy**. As discussed, you will operate from our Pune office. Please note that this offer is subject to a positive background & reference check to be conducted by us based on specific information provided by you as per our policy subsequent to your joining our Company.

1. Details of your compensation package are attached as per annexure - I.
2. Your date of joining our establishment is on or before **19 December 2024**. However, we would like you to try & join us as soon as possible. We expect you to take steps in being relieved from your current job based on this note and confirm your exact date of joining.
3. You will have to furnish the following on joining
  - a) Photocopies of your basic, intermediate, and highest degrees obtained.
  - b) Your relieving letter from your previous organizations.
  - c) Statement of income last drawn preferably with a break-up.
  - d) Copy of PAN Card.
  - e) Copy of Aadhaar Card.
  - f) Copy of passport (if you have), six passport size color glossy (not Polaroid) photographs of self & family members being covered under the Mediclaim policy.
  - g) Check of blood group.
  - h) Check date of birth of dependents for Mediclaim policy at the time joining.
4. If you fail to join your duties as above or if we do not receive confirmation of your accepting this offer within three days from the receipt of the same, this offer letter stands automatically cancelled and withdrawn.
5. As per company policy you are required to sign a Non-Disclosure-Agreement with the company on your joining as part of your joining process.
6. During your employment with Cotiviti you will adhere to the company policies in general and information security policies that are issued from time to time.
7. Cotiviti has internally designed a HIPAA Privacy Policy. Network Services have designed policies for data, systems, and network security. All employees need to follow HIPAA Privacy policy as applicable. Violation could result in disciplinary action including termination from services.
8. Your duties will be governed by the rules and regulations of the company which will be elaborated and detailed in the appointment letter.
9. You agree and acknowledge that this offer is contingent upon clearance on your background checks and applicable exclusion screening requirements, including those stated in Chapter 21 of the Center for Medicare and Medicaid Services' Medicare Managed Care Manual. In case of failure to meet these requirements, this offer shall be revoked with immediate effect.

Please confirm your acceptance of this offer by return email.


We owe much of our success to the dedicated work of all our people, and therefore we strive to have a mutually beneficial, and long-term and rewarding relationship. In case you have any further clarifications, please feel free to call Atish Chintalwar at +91-9284778079 or email at [atish.chintalwar@cotiviti.com](mailto:atish.chintalwar@cotiviti.com)

Thanking You

For Cotiviti India Private Limited

Signed by:  
  
Mohsin Mohammed  
Vice President- Human Resources



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 1 of 2

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Vandadra, Pune - 411006,  
Maharashtra, India.  
Tel: +91 20 4150 4505, Fax: +91 20 4150 4523

7th Floor, Tower A, RGSL Infra Structure Pvt Ltd  
Keranathram Village, Saravanampatti  
COIMBATORE - 641 055 TAMILNADU, IN  
Tel: +91 422 668 4400

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10th Floor, Galaxy, Plot No. 1, Sy.No.81/1, HYD Knowledge City,  
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Tel: +91 40 6712 2222, Fax: +91 40 6712 2224  
CIN: U72300TG2007FTCO5815, Web: www.cotiviti.com

**Annexure -I**

**SALARY FITMENT SHEET**

**Date: 7-December-2024**

Name of the candidate : Harshda Bholeshankar Kamthe  
Designation : Specialist Payment Accuracy  
Department : Intl Ops-RCA Rx  
Expected Date of Joining : 19 December 2024

SALARY STRUCTURE		
Fixed Components	P.A (INR)	P.M (INR)
Basic	225,000	18,750
HRA	157,500	13,125
PF(Employer's Contribution)	21,600	1,800
Flexi Benefit Plan	45,900	3,825
LTA Taxable	45,900	3,825
Fixed CTC (A)	450,000	37,500
Other Benefits		
Gratuity	10,823	
Group Medclaim & Personal Accident Policy Premium	39,194	
Life Insurance Premium	648	
Total Other Benefits ( B)	50,665	
Total Cost to Company ( A + B)	500,665	

Note:  
1. \*Denotes optional component.  
2. You are covered under Medclaim Insurance for self & immediate family (Family definition is Self, spouse, children & parents or in-laws) subject to maximum four members including self. You have the option of adding maximum 2 more family members with the medclaim policy ( GMC) subjective premium to be paid by you. You are also covered under the personal accident policy and Group Life Insurance Policy of the company (Self only)  
3. All the statutory insurance liabilities are as covered under the above policies.  
4. Please note PF contribution of both Employee and Employer are considered as part of above Fixed CTC.  
5. The above remuneration is subject to Income Tax and other statutory deductions.

Thanking You  
For Cotiviti India Private Limited

Signed by:  
*Mohsin Mohammed*  
Mohsin Mohammed  
Vice President- Human Resources

**ACKNOWLEDGEMENT:**  
I accept your offer of employment and will report on (19- December -2024)

(Signature of the candidate)  
Candidate Full Name - Harshda Bholeshankar Kamthe



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**Commutant Offices:**

Panduram Floor, Binari/In/Deepak Complex,  
Vandri, Pune - 411006,  
Maharashtra, India.  
Tel: +91 20-4130 4509, Fax: +91 20 4130 4525

*Dr. P. D. Chaudhari*  
Principal  
Modern College of Pharmacy,  
Nidgi, Pune - 411044

3th Floor, Tower A, K&S, Infra Structure Pvt Ltd  
Keezhanam Village, Serilingampally  
COIMBATORE - 642 035 TAMILNADU, IN  
Tel: +91 422 668 4400

**POSITION DESCRIPTION**

**JOB TITLE:** Specialist - Pharmacy Accuracy, Rx Units Audit

**DEPARTMENT:** Operations

**REPORTS TO:** Manager - Operations

**PRINCIPLE PURPOSE OF JOB**

The Specialist, Payment Accuracy position is an entry level position responsible for auditing client data and generating high quality recoverable claims for the benefit of Connolly and our clients. Under direct supervision, identifies and inputs recovery claims, voids, or other over-underpayment types. Documents relevant facts, information and conclusions drawn to support the work performed so other reviewers may validate claim. Communicates audit recommendations to supervisory auditor for evaluation, verification and continuous learning.

**JOB RESPONSIBILITIES**

- **Identifies and Enters Claims**
  - Under direct supervision, audits standard reports and identifies over and under payments of claims. Scope may include: quality assurance; auditing paid claims; determining whether an overpayment exists; duplicate payments; identifying incorrect contract or contract rates; Coordination of Benefits; Data Mining; Medical Chart Review; Medical Necessity; Claims Adjudication. Enters the claim into Cotiviti system accurately and in accordance with standard procedures. Can work on some simple/medium standard audit reports with support.
- **Effectively utilizes Audit Tools**
  - Utilizes with increasing proficiency, proprietary reports, tools and systems required to perform duties with moderate guidance and direction, timely executes assigned standard reports and updates. Working proficiency with all systems and applications including internal and client tools.
- **Critical Thinker**
  - Demonstrates adeptness in identifying errors and exceptions that result in valid claims. Has an eye for irregularities. Ability to analyze data, identify inconsistencies and formulate workable solutions. Makes logical, well-reasoned and timely decisions.
- **Initiative Taker**
  - Shows initiative and a willingness to engage in all areas of the audit. Reaches beyond current tasks to add value to audit team. Goes the extra step to solve problems instead of waiting for someone else to solve them. Successfully integrates and multi-tasks new assignments
- **Technically Capable**
  - Demonstrates competency with tools of the job including but not limited to computers, word processing & spreadsheet applications, web systems, Cotiviti and Client systems, and data file structures. Can efficiently download and format common file types.
- **Customer Centric**
  - Treats customers/clients both internal and external as number one priority, is committed to continuous quality improvement, is courteous and responsive to customer's needs, meets or exceeds all customer commitments and treats customers honestly.



*[Signature]*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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- **Delivers Results**
  - Produces and documents well written claims, consistent with high level of integrity. Claims can be easily understood by client and provider/supplier community. Consistently meets or exceed goals at expected levels of quality and productivity. Demonstrates willingness and readiness to take on more responsibility in support of the audit.
- **Time Management**
  - Ensures timely completion of audit reports. Exhibit's an understanding of audit planning activities and uses a structured and dependable approach to accomplishing assigned work.
- **Continuous Improvement**
  - Identify opportunities to improve the efficiency of standard report to reduce false positives, streamline the research process and strive to increase the ID per hour. May offer suggestions and recommendations for process improvement and efficiencies.

### ATTRIBUTES AND BEHAVIORS

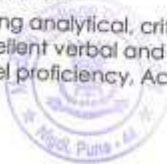
- Develops and maintains positive working relationships with others.
- Shares ideas and information.
- Assists colleagues unprompted.
- Takes pride in the achievement of team objectives.
- Has credibility with peers and managers.
- Self-motivated – driven to achieve results.
- Works with a sense of urgency.
- High customer service ethic – is passionate about meeting customer expectations and improving service levels.
- Keeps pace with change – acquires knowledge/skills as the business evolves.
- Handles confidential information with sensitivity.
- Exhibits behaviors consistent with Cotiviti Values:
  - Integrity
  - Our Clients
  - Our Team
  - Accountability
  - Performance Excellence
  - Continuous Improvement


### RELEVANT EXPERIENCE & EDUCATIONAL REQUIREMENTS

- At least one (1) year of relevant experience (auditing, claims, billing, reimbursement, data analysis)
- Pharmacy and or Bachelor's degree preferred.
- Computer proficiency in Microsoft Office (Word, Excel, Outlook); Access preferred.
- Strong interest in working with large data sets and various databases
- Healthcare industry experience desired
- Excellent verbal and written communication skills
- Self-motivated and driven to succeed

### SKILLS & COMPETENCIES

- A solid understanding of data crunching, excel, client management acquired through prior work experience.
- Strong analytical, critical thinking and problem solving skills.
- Excellent verbal and written communication skills.
- Excel proficiency, Access proficiency will be an added advantage.



  
Dr. P. S. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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- Strong organizational skills and adaptive capacity for rapidly changing priorities and workloads.
- Ability to work well independently and maintain focus on a topic for prolonged periods of time.
- Comfort in working with team members that are remote and located in the US, India or other geographies.
- Ability to work within a matrix organization.
- Experience with US clients and familiarity with process development is preferred.
- Should have worked on process mapping using tools like Visio, BRS and TRS.
- Should manage client and internal conference calls independently.
- Should be good on documentation to create BRS, TRS and overall process mapping.

### JOB DEMANDS

- Occasional requirement to travel (primarily related to training and Company meetings) within the US.
- Flexibility to travel outside of the India based on business need preferred.
- Ability to work seated at a computer for long periods of time.
- Candidate should be ready to work in different shifts, including night shift.

### KEY CONSTITUENTS

- Asst Manager, Team Leader.
- Works with all Cotiviti business teams but especially onshore (Analysts).

Harshda Bholeshankar Kamthe



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# COTIVITI

## Cotiviti India Private Limited

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CIN: U72200TG2007FTC053815, Web: www.cotiviti.com

### JOB DESCRIPTION ACKNOWLEDGEMENT FORM

I have received a copy of the job description for my position:

Position: \_\_\_\_\_

I have reviewed this job description and I understand all my job duties and responsibilities outlined in the job description. I am able to perform the essential functions as outlined. I understand my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description. If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate supervisor or a member of the Human Resources staff.

I further understand that future performance evaluations and merit increases to my pay are based on my ability to perform the duties and responsibilities outlined in this job description, as well as any others communicated to me by my immediate supervisor that are not included in the job description to the satisfaction of my immediate supervisor.


I have discussed any questions I may have had about this job description prior to signing this form.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Harshda Bholeshankar Kamthe

\_\_\_\_\_  
Employee's Name

  
20th Floor, Galaxy, Plot No.1, Sy.No.83/1  
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Keeranatham Village, Saravanampatti  
COIMBATORE - 641 035 TAMILNADU, IN  
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# COTIVITI

## Cotiviti India Private Limited

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Rangareddi TG 500081 IN  
Tel : +91 40 6712 2222, Fax: +91 40 6712 2224  
CIN : U72200TG2007FTCO53815, Web: www.cotiviti.com

### Annexure II Employee Insurance

Cotiviti provides a Group Mediclaim Insurance to all its employees for self & immediate family (Family definition is Self, spouse, children & parents or In-laws) subject to maximum four members. Employees have the option of adding maximum 2 more family members with the Mediclaim policy (GMC) subject to premium to be paid by the employee.

Employee is also covered under the Personal accident policy (GPA) and Group Life Insurance Policy (GTLI). Upon termination, employee will not be able to avail any benefits of Insurances provided by Cotiviti.

For qualifying information and detailed plan information, please consult Human Resources.

Our insurance partners for GMC / GPA are:

Insurance Company	Liberty General Insurance Limited
Third Party Administrator (TPA)	Family Health Plan (FHP)
Facilitator / Insurance Partner	Marsh India Insurance Brokers Ltd

#### Group Health Insurance Policy (GMC)

- Dependent Coverage 1+3+2 = Employee + Spouse + 2 Dependent Children + 2 Dependent Parents or In-laws
- Minimum annual slab for sum insured / coverage for employees is INR 4 Lakhs
- Room Rent @ 2 % of the sum insured for both normal & ICU
- We do allow coverage of Parents or In-Laws (dependents)
- Pre-existing diseases, if any, are also covered by our policy
- Co-Pay in case of parental claims is only 10% now
- Maternity benefits are capped at INR 75k
- COVID19 treatment during quarantine period is covered through the insurance policy. Home Quarantine/ Self Quarantine/ Self Isolation expenses are not covered.

#### Group Personal Accident Policy (GPA) - Our insurance partner for GPA is Liberty General Insurance Limited

- Members Covered: Employees Only
- Sum Insured: 2 times of CTC

#### Group Term Life Policy (GTL) - Our insurance partner for GTLI is Bajaj Allianz Life Insurance Company Limited


- Worldwide coverage and compensation
- In the event of natural death
- In the event of death by accident
- Sum Insured: 2 times of CTC



10th Floor, Galaxy, Plot No.3, Sy.No.83/1,  
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#### Operational Offices:

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Maharashtra, India.  
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Dr. P. B. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

7th Floor, Tower A, KGISL Infra Structure Pvt Ltd  
Keeranatham Village, Saravanampatti  
COIMBATORE - 641 035 TAMILNADU, IN  
Tel : +91 422 668 4400



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Raja Dattatreya Premises C. S. Ltd  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Mahape, Navi Mumbai-400710  
T: + 91 22 41941438 F: + 91 22 41941448  
CIN: U85101MH2011PTC217513

## OFFER LETTER

Ref: LILAC/209/2024-2025

August 12, 2024

To,

**Vidya Chaudhari**

Congratulations Vidya Chaudhari,

Subsequent to your interview, we are pleased to offer you the position **Business Development Executive(Grade EM4)**, at Lilac Insights Private Limited, Mumbai.

Your gross CTC will be **Rs. 425000/-** per annum. The detailed breakup of the salary is attached herewith in a separate annexure.

We welcome you on board at **Lilac Insights** and trust you will display exemplary Integrity, Excellence, Compassion, Courage and Commitment. We herewith look forward to a mutually beneficial relationship.

Warm regards.

**Milap Sawant**  
Senior Manager - Sales HR & OD

I, **Vidya Chaudhari**, accept the offer & I will be joining on \_\_\_\_\_

Signature



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening  
**CDC**  
Centre for Disease Control & Prevention  
LAB Reg. No. 118

Scientific Support  
**BANGALORE FETAL MEDICINE CENTRE**

LVA0204-0-112012



LILAC INSIGHTS PRIVATE LIMITED™  
Office No-301 & 302, Rupa Software Park, C. S. Ltd  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Mahape, Navi Mumbai-400710  
T: + 91 22 41841438 F: + 91 22 41841440  
CIN: U80101MH2011PTC257513

August 12, 2024

Vidya Chaudhari

Annexure I: Salary

Salary Break up	Monthly	Annually
Basic Salary	17709	212508
HRA	8855	106260
LTA	1771	21252
Bonus	1475	17700
Special Allowance	3,807	45684
Gross Salary	33617	403404
Add : Employer PF Contribution	1800	21600
CTC		425004

The Medical Insurance is over and above your salary and CTC

FOR LILAC INSIGHTS PVT. LTD.

Milap Sawant  
Senior Manager - Sales HR & OD



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidga, Pune - 411044

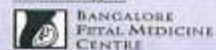


Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968



New Born Screening  
Centre for Disease  
Control & Prevention  
LAB Reg. No. 1186

Scientific Support



LAD20/22-1135-2



Offer: BUSINESS PROCESS SERVICES  
Ref: TCSL/DT20234767887/Mumbai/BPS/BTN  
Date: 19/08/2024

Mr. Abhinav Shashikant Thorat  
Balaji Housing Society, Balaji Vihar Flat no-402  
At/p-Karad Tal-karad, Dist- Satara, Pin-415105

Dear Mr. Abhinav Shashikant Thorat,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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Wellington Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>  
Registered Office: 9th Floor, Narval Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC004781

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



#### OTHER BENEFITS

**1. Health Insurance Scheme**

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

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

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

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

**2. Professional Memberships:**

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

**3. Social Security - Employees' State Insurance:**

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

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

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

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

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

**5. Night Shift Stipend:**

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

**6. Process Specific Stipend:**

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

#### TERMS OF TRAINEESHIP

**1. Traineeship Pre-requisites**

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



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



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**9. Notice Period:**

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

**10. Medical Test:**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.

**11. Background Check:**

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

**12. Submission of Documents:**

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

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

Your original documents will be returned to you after verification.

**13. Initial Learning Programme (ILP)**

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

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

**14. Letter of Appointment**

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

**15. Personal Data Processing:**

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

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



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



Click Here or use a QR code scanner from your mobile to validate the offer letter.

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



**Dr. P. D. Chaudhan**  
Principal  
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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
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**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No: **TCSL/DT20234767887/Mumbai/BPS/BTN** on \_\_\_\_\_ (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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

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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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

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

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

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

**7. 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.

**8. 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.

**9. Equitable Rights**

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

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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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:



**Private and Confidential**  
**TCSL/DT20234767887**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nambal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH119952PLC084781

  
Dr. P. S. Chaudhari  
Principal  
Modern College of Pharmacy  
Ndg, Pune - 411044



## BOARD OF APPRENTICESHIP TRAINING (WESTERN REGION)

(An Autonomous Body Under Ministry of Education, Department of Higher Education, Government of India)



2nd Floor, Administrative Building, ATI Campus, V.N Purav Marg, Sion,  
Mumbai - 400022

Phone No: +91-22-24055635 / 24053682

Fax No: Email:

Website: <https://nats.education.gov.in/>



### APPRENTICESHIP CONTRACT REGISTRATION FORM

#### APPRENTICE INFORMATION

Name	Gender	Date of Birth	Age
ABHISHEK GOKUL SHENDURKAR	M	12 JUL 2002	22
Father / Mother Name	Enrollment Number	Caste	
GOKUL SUBHASH SHENDURKAR	AMHPU5067172	OBC	
	PWD		
	N		

Address for Communication	Mobile Number	Email Address	Contract ID
CHINCHWAD EAST S.O, FLAT NO 1 HERAMB RESIDENCY CDC61 PURNANAGAR CHIKHALI CHINCHWAD PUNE,PUNE MAHARASHTRA,411019	8669291990	950abhi@gmail.com	CMHMSP1738222

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



#### EDUCATIONAL QUALIFICATION

Name of the Institution / College / University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn	Month & Year of passing	Educational Qualification
PROGRESSIVE EDUCATIONAL SOCIETYS MODERN COLLEGE OF PHARMACY,NIGDI, PUNE	27056	6, 2024	BACHELOR OF ART - PHARMACY

#### TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
22 JUL 2024	12 MONTHS	16500

The apprentice would be undergoing training under section 22 (1)

#### NAME AND ADDRESS OF THE EMPLOYER

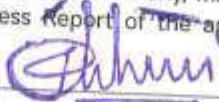
SANOFI INDIA LIMITED - WGABPP000073	Vihar Road SO - MUMBAI SUBURBAN	MAHARASHTRA - 400072
-------------------------------------	---------------------------------	----------------------

We, the Employer, Apprentice hereby declare that we have read the contents of the Apprenticeship Contracts as per the Apprenticeship Rules, 1962, as amended from time to time and agree to abide by all the provisions made thereunder. We also declare that all the provisions of the Apprentices Act, 1961, as amended from time to time including those relating to Registration and Termination of Contract are binding on us. According to the apprentice, it is inferred, that the apprentice has not undergone apprenticeship training elsewhere or had work. We will impart Apprenticeship training according to the approved training module/programme.

It is requested that the Registration Number may kindly be noted in your records and the claims for the reimbursement of Government share of stipend if any, may please be sent to this office once in a quarter along with Progress Report of the apprentices in the prescribed Form Apprenticeship -3.

NOTE



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

This is system generated ACRF document. Agreeing to the terms and conditions in the workflow is as good as signing of physical contract form on mutual agreement between Student and Establishment. It has all legal binding as per the law if mutual trust is breached.

IP address of Establishment submitting this request: 165.225.121.51:52479 IP address of student accepting this request: 165.225.121.75:21818

#### TERMS AND CONDITIONS OF THE CONTRACT OF APPRENTICESHIP FOR GRADUATE AND TECHNICIAN APPRENTICES

1. The period of training shall be one year (In the case of Sandwich students the period of the training shall be as stipulated in curriculum)
2. It shall not be obligatory on part of the employer to offer any employment to the apprentice on successfully completing the apprenticeship training in their establishment nor shall it be obligatory on part of the apprentice to accept an employment under the employer NOTE: If, however, there is a condition in the contract of apprenticeship that the apprentice shall after the successful completion of training serve the employer, the employer shall, on such completion be bound to offer suitable employment to the apprentice and the apprentice shall be bound to serve the employer in that capacity for such period and for such remuneration as may be specified in the contract subject to the approval of the Central Apprenticeship Adviser.
3. Every apprentice undergoing apprenticeship training in an establishment shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to such apprentice
4. (i) The apprentice shall abide by the rules and regulations of the establishment in all matters of conduct and discipline and safety and carry all lawful order of the employer and superiors in the establishment  
ii) The apprentice shall learn his subject field conscientiously and diligently and attend to practical and instructional classes regularly  
iii) The apprentice shall maintain a record of his work during the period of apprenticeship training in a proforma approved by the apprenticeship advisor  
iv) Where the contract of apprenticeship is terminated for failure on the part of the apprentice of carry out terms of contract, the apprentice shall refund to the employer as cost of training such as amount as may be determined by the apprenticeship adviser. In such event, the apprentice shall not be entitled to enter into another contract of apprenticeship under the act with any other employer  
v) The contract of apprentice can be terminated without compensation payable by the apprentice  
a) If he/she secures gainful employment (on production of copy of the appointment order) and b) If he/she is unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of civil surgeon)
- (vi) For breach of contract by the employer, the employer shall pay compensation to the



*P. D. Chaudhari*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

- apprentice an amount equivalent to his three months last drawn stipend
- (vii) Continuance of payment of stipend shall depend on the satisfactory performance of the apprentice during the period
5. (i) The employer shall make a suitable arrangement in his establishment for imparting a course of apprenticeship training to the apprentice in accordance with the provisions for the Act and Rules made there under and with the approval of the respective Regional Central Apprentice Adviser
- (ii) Every employer is required to formulate a "Training Programme" for the training of Graduate/Technician apprentices and get it approved by the respective Regional Central Apprentice Adviser
- (iii) The employer will arrange for suitable person to be placed in charge of training of apprentices as laid down
6. (i) A Graduate/Technician Apprentice shall work according to the normal hours of work of the department in the establishment to which they are attached for training. Leaves for apprentices will be guided by the training establishments leave policy.br
- (ii) The stipend of a particular month shall be paid on or before the 10th of the following month
7. Please preserve copy of the ACRF and Certificate submitted by the candidate for future reference

Note: This is a computer generated report. No signature is required

Print



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

30-April-2024

Dear Aditi,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **20-May-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation,
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

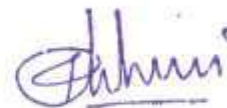
You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be **withdrawn/terminated** at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
**Human Resources**  
**GRG Health**

Accepted By

**Ms. Aditi Jagtap**



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Growman Research & Consulting Private Limited**

**Pune**  
1103/1104, 11th Floor, Teerth Technospace Baner,  
Ranjana Mumbai Highway, Pune 411045

**Gurugram**  
Plot No 65, 8th Floor, Sec 44,  
Gurugram 122002

[www.grgonline.com](http://www.grgonline.com)

**Salary Annexure**

Appendix A COMPENSATION DETAILS		
Name	Ms. Aditi Jagtap	
Designation	Quality Analyst	
Effective Date	20-May-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
<b>Total Compensation</b>	<b>24,167</b>	<b>2,90,000</b>
<b>Annual Variable</b>	-	40,000
<b>Total Annual CTC</b>	<b>24,167</b>	<b>3,30,000</b>
<b>Deduction</b>		
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>23,967</b>	<b>3,27,500</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.

**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

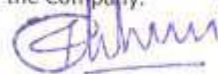
Ms. Aditi Jagtap




Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Additional Terms of employment:

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



VHPL/HR/ LOA/2024

**LETTER OF APPOINTMENT & TERMS OF EMPLOYMENT**

Name of the Employer: **VITAMYSTIC HEALTHCARE PVT. LTD.**  
Name of the Employee: **Mr. Aditya Shinde**  
Address of the employee: Flat no 301, Rohan Appt. Sadashiv Peth Pune  
411030

Dear Mr. Aditya Shinde

With reference to your application and the subsequent interview, you had with us, we are pleased to appoint you as a **Business Executive – B.E.** in our organization with effect from **05<sup>th</sup> August 2024** You will be reporting to **Regional Sales Manager, Pune.**

Your appointment is subject to the terms and conditions contained herein below and the terms set out in Annexure 'A' enclosed herewith: -

**1. PROBATION:**

The period of probation will be **6 (six) months** with effect from your date of joining, which can be extended if deemed necessary at the sole discretion of the management.

**2. CONFIRMATION:**

On completion of the Probation period, you shall not become permanent automatically, for that you are required to apply in writing to the management for confirmation. On receipt of your letter and after going through your records in consultation with your superiors, the management may, at its sole discretion, either extend your probation for the period it may deem fit or decide to confirm you as a permanent employee or consultant on basis of your work. You will not be deemed to be permanent in the services of the company unless you are so confirmed in writing.

**3. SALARY, PERQUISITES AND ALLOWANCE DURING PROBATION PERIOD:**

During the probation period, you will be eligible for **Rupees Two Lakh One Hundred Twenty-Nine per annum**, to be broken up into various subheads as per Annexure 'B' attached. All information regarding your remuneration and terms of employment are confidential and you shall not divulge any content to any company employee except to your appropriate superior authorities. Field allowance eligibility is as per prevailing policy.

**4. SALARY, PERQUISITES AND ALLOWANCE ON CONFIRMATION:**

- I. Your salary is fixed based on the assessment of your performance.
- II. Allowances (Daily allowances and other field allowances) are fixed and eligibility is as per prevailing policy for which you can reach out to your concern HR manager.

  
Dr. P. D. Chaudhari  
Principal  
Modern College of  
Nidgi, Pune - 411044  
(Signature of Employee)



**5. INCREMENTS:**

The performance appraisal process will be applicable as per the eligibility. The increment will depend on the discretion of the Management and particularly on various factors like general behavior, aptitude for the job, efficiency shown, conduct towards superiors, attendance and results achieved etc. Kindly note that the Management reserves its right to not give any appraisal any year for reasons it may deem appropriate.

**6. FARE:**

In case you are required to travel outside your work location, the fare payable to you will be as per Standard Fare Chart (S.F.C.) and travel fare policy of the Company which will be communicated to you by a separately.

**7. AREA OF ACTIVITY AND TRANSFER:**

Your head quarter will be at PCMC. You are liable to be transferred to the area assigned to you by the Management and / or such other territories anywhere in India as the Management may, from time to time, deem necessary at their sole discretion. Further, Management reserves the right to place/ transfer you temporarily/ permanently in any department/ office or subsidiaries or associate companies of VITAMYSTIC HEALTHCARE PVT. LTD. at its discretion from time to time. Your refusal for such transfer will be considered as your unwillingness to serve the Company and in such case Management will be free to terminate your services by giving 30 days' notice or salary in lieu thereof.

You may be required to attend Mumbai office or any other Head Quarters from time to time either for instructions or for any other official purpose or to attend meetings arranged at anywhere in India and you will not refuse to do so. In such cases, you will be paid travelling expenses by shortest route and daily allowances as per Clause 4 – ii herein above.

**8. CHANGE IN THE ADDRESS:**

In case of any change in your address for communication during the course of your employment with the Company and whenever necessary, it shall be your duty to intimate the same in writing within 3 days from the date of such change. All the communication sent by the Company at the last given address shall be deemed to have been received by you at the correct address.

**9. LOSS IN LIEN:**

If your frequent absenteeism, without leave and without prior written permission is reported and/or observed by the management, the Management will be entitled to exercise its discretion to remove the lien on your appointment unless you explain to the satisfaction of the Management about the grounds of your inability to resume your duty with sufficient proof.

It is expressly agreed that the Management will be the sole judge about the explanation that may be tendered by you in this respect as to whether the same is beyond the period of leave originally granted, or subsequently extended, you are liable to lose your lien on your appointment unless you return within 8 (eight) days of the expiry of the sanctioned leave and explain to the satisfaction of the Management your inability to resume duty immediately on expiry of your leave, but in case also the Management will be the sole judge to decide the validity of your explanation.



*P. D. Chaudhari*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nida (Signature of Employee)

**10. RESIGNATION:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

On your confirmation if you are desirous of leaving the service, you shall give one-month notice in writing to the Company. If you leave the service without giving one month's notice, the Company shall be entitled to deduct, one month's salary for the dues payable to you and also the loss, if any, which the Company has suffered or is likely to suffer on account of your abruptly leaving the Company. In case of resignation tendered by you, you will not be relieved of your duties unless your resignation has been accepted in writing by the Company and unless you hand over the complete charge of your job as well as all the material, articles, and things belonging to the Company that may have come in your possession during your employment, to the Management or the superiors concerned or to whomsoever the Management authorize. Also, you have to submit N.O.C. of company authorized stockiest in your Territory.

**11. LEAVE & HOLIDAYS:**

You will be entitled to earned leave and sick leave as per the Leave Policies of the company.

As regards Holidays and other leaves are concerned, you will be entitled to the said facilities as per the policies of the Company.

**12. GENERAL:**

- a) You shall devote your whole time and attention exclusively to on the job of the Company and you shall neither take up other part time nor full time work, whether for remuneration, or not, or whether during working hours or not or during leave, holidays etc, nor you will engage yourself in any other business of your own or as an agent for others.
- b) You will maintain during the subsistence of your employment and thereafter complete secrecy with regard to the Company's affairs and shall not disclose to any person or persons any of the Company's trade secrets or any information regarding the Company's activities.
- c) You will be bound to carry out the orders issued to you by Mumbai office or your supervisors (if appointed) from time to time and to work for the Company or with any sister or associate concern or companies, whether existing at present or which may come into existence in future and in the event of the constitution or the structure of the Company undergoing any transformation such firm or company, as the case may be, you will also work and canvas for the products of the company as well as the other companies for which the Company obtain Distribution, Selling or Propaganda Rights or as per discretion and orders of the Company.

**13. TERMINATION OF SERVICES:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

However, after confirmation, the company may terminate your services by giving you 30 days' notice in writing or salary in lieu thereof in case termination is with immediate effect. Subject to the laws and rules in force, the Company will have a right to determine such notice as annual leave, if any deemed accrued to you and ask you to proceed on leave forthwith.

Your services are liable to be terminated or dispensed with immediate effect for the following amongst other acts:

- I. **MEDICAL FITNESS:** During the tenure of your regular services, in case the Management feels that you are physically or mentally unfit to be continued in the employment, you will be



subjected to medical examination by the doctor appointed by the Company for the purpose. If you are found medically unfit to be continued, on receipt of such report, the Management will be free to terminate your services by giving one month's notice in writing or one month's salary in lieu thereof. Your refusal to get examined by the Doctor of the Company's choice will give the Management a right to terminate the contract of service as aforesaid.

- II. If it is found at any time during the tenure of your employment that any of the information furnished by you to the Management at the time of your appointment or any time thereafter is incorrect or false.
- III. If at any time because of your acts or omissions in connection with your duties, employment, business of the company etc, the Management loses the confidence in you.
- IV. If you are convicted for any act committed by you or if you are arrested for any act involving turpitude.
- V. If you are found committing breach of this agreement.
- VI. If you are found to be suffering from any contagious diseases.
- VII. If you are found making statements orally or in writing or allegation against the Company, its Directors or Executives knowing the same to be false which in the opinion of the Management will have the effect of lowering the prestige of the Company, its Directors or Executives.
- VIII. If you are found engaged in any other business, trade or profession during your employment with the Company in your own capacity or in association with other person or persons, whether such activities conflict with the interest of the Company or not.
- IX. If you are unable to fulfill the sales target which will be fixed keeping in view the practical and average rise in turnover of the products of the Company.

You are liable to disciplinary action in accordance with law, as may be applicable, if you are reported to have committed any misconduct.

In case you are suspended for any misconduct or such acts which are similar to misconduct in the opinion of the Management in which case you will not be entitled to any salary and allowances during the period of your suspension.

The Director of the Company or any other authorized person on behalf will have a right to issue the necessary order including the order of termination to you.

**14. CONFIDENTIALITY:**

In connection with your engagement with Company, you may receive, produce, or otherwise be exposed to Company's trade secrets, business, proprietary and/or technical information, including, without limitation, business plans or projections, hardware and software designs or engineering techniques, software including listings, source code, screen formats and flow charts, discoveries, inventions (whether patentable or not), know-how, show-how, research plans and projects, pricing policies, cost information, supplier and customer lists and contracts, manufacturing techniques, applications and service policies, financial and sales performance data, personnel information, and all derivatives, improvements and enhancements to any of the above (including those derivatives, improvements and enhancements that were created or developed by you during your tenure of employment), in addition to all information Company receives from others under an obligation of confidentiality (individually and collectively "Confidential Information"). Confidential information shall also include all other information considered to be confidential by the Company and all information, which has not been made public.

You acknowledge that the Confidential Information is the sole, exclusive and extremely valuable property of the Company. Accordingly, you agree not to reproduce any Confidential Information without



*[Signature]*  
Principal (Signature of Employee)  
Modern College of Pharmacy  
Nidhi, Pune - 411044

Company's prior written consent, not to use the Confidential Information except in the performance of your service, and not to divulge all or any part of the Confidential Information in any form to any third party, either during or after the tenure of your service. Upon your termination of service, you shall cease using and return to Company all whole and partial copies and derivatives of the Confidential Information in your possession.

**15. AGE OF RETIREMENT:**

Age of retirement from the services will be 58 years. Your date of birth as per our record is 12/12/2001 which has been collected from the legal identity and address proofs submitted by you.

**16. JURISDICTION:**

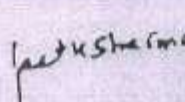
You will be governed by the Office at Mumbai, which will have ultimate control on all your activities. Your salary will be deemed to have been paid at Mumbai and for all the purposes your appointment also will be deemed to have been made at Mumbai. In case of any dispute /grievance arising out of employment under this Appointment the same shall be mutually discussed and settled, failing which the courts at Mumbai shall have exclusive jurisdiction.

In token of having accepted the above terms of service, you are requested to sign on the duplicate copy of this letter and return the same.

We wish you a long and successful career with us.

Yours sincerely,

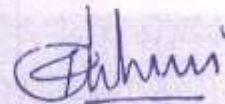
For VITAMYSTIC HEALTHCARE PVT. LTD.

  
(Authorized Signatory)



I, Mr. / Ms. / Mrs. \_\_\_\_\_ do hereby state that I have read and understood the aforesaid terms and conditions of my employment and I am signing on the duplicate copy of this appointment letter in token of having accepted the terms and conditions.

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



Dr. P. D. Chaudhari  
Princip (Signature of Employee)  
Modern College of Pharmacy  
Nidgi, Pune - 411044

2



**ANNEXURE-A**

**WORK NORMS TO BE IMPLEMENTED BY BUSINESS EXECUTIVE**

The BUSINESS EXECUTIVE should implement and abide by the following work-norms for result oriented and disciplined field work, to achieve higher productivity, efficiency and customer service to increase and enhance the prestige, goodwill and image of the Company.

**1. CALL ON DOCTORS:** (Average calls per day - 10)

The BUSINESS EXECUTIVE will make maximum number of calls in person as per the advice and instructions of the Company or his / her superior given from time to time and will work from morning till afternoon and from evening till night under normal circumstances.

**2. VISIT TO CHEMISTS/ PHARMACIES:** (Average calls per day -6)

The BUSINESS EXECUTIVE should try to book as many orders as possible from Chemists/Pharmacies. Also, he / she should explain our promotional programs.

**3. REGULARITY AND DAILY WORK:**

The BUSINESS EXECUTIVE should regularly fill and post information in the forms decided upon by the Management from time to time such as:

**a. Daily work Report System:**

Daily reports should be duly updated on call to call basis in online reporting system on working days.

**b. Tour Program Charts:**

It is to be duly filled and should be updated in system before 15<sup>th</sup> of the preceding month. The BUSINESS EXECUTIVE will adhere to the Tour Program submitted by him / her. In case of any deviation from the tour program under unforeseen circumstances, the BUSINESS EXECUTIVE will inform the superior / office by a letter/ mail giving reasons.

**c. Expense Statement:**

The Expense claim should be made as per prevailing Travel and Allowance Policy provided by the organization.

**d. Samples, Literature & Stationery Stock Statement:**

You will be provided with necessary promotion material, identity/visiting cards, product literature, training manuals, stationery etc. In the event of your leaving the Organization by way of resignation, retirement, termination or any reason whatsoever, you shall return all the Organization's property in your possession such as and including printed stationery, unutilized samples, visual aids, detailing folders, guidebooks, articles, gadgets, detailing, bag, identity cards, NOC from Wholesales & Stockiest, imprest cash/ advance, if any, and/or any other articles to the person nominated by the Organization and your dues shall be settled only on receipt of the Organization property. In case if you fail to return the company's property as instructed, the company will be at liberty to recover amount equivalent to the cost of the property or a lump sum amount to be decided by the company from your full and final settlement dues including gratuity, without further reference to you.


**4. BROAD WORKING PATTERNS:**

The broad working pattern and responsibilities of the BUSINESS EXECUTIVE in terms of implementation are listed below:

₹



1/2

  
(Signature of the Employee)

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

- I. To judiciously use physicians' samples, literature, stationery and sales promotion articles provided to them by the Management for distribution amongst Doctors as per instructions from time to time.
- II. To book orders from Doctors, Chemists, Government and Semi-Government Hospitals and institutions as per terms and conditions of the Company in practice from time to time.
- III. To co-operate with the Management by requesting the stockiest to retire the documents in time and by following up recovery of payments from the Government and other institutions and to maintain good relations with the trade so as not to damage the Company's prestige.
- IV. To equip himself / herself and keep up-to-date with adequate product knowledge and Company's products and shall remain fully acquainted with the competitors' products and sales promotion activities and will provide proper feedback in this respect to the Head Office.
- V. To actively participate in the sales conferences, sales meetings, refresher courses conducted by the Company and to study properly and reply in time to all postal refresher courses, sales letters and other postal/ online training programs.
- VI. To co-operate with the Management in increasing sales turnover and achieve sales target set up for individual BUSINESS EXECUTIVE.
- VII. To make available sales statistics supplied by the Company to the individual BUSINESS EXECUTIVE at the time of discussion during the sales meetings or sales conferences or directly as and when required apart from regular monthly statements.
- VIII. To comply with the directives of the Company and extend all co-operation to the respective supervisory staff and the Company's officers, and Executives, while working on the field and in promoting sales of the Company's products and to comply with the directives of the Company in special assignments to work out at any selected center or center in India, to attend to Trade Meetings, Conferences, Exhibitions and attend work as may be entrusted as and when instructed by the Company.
- IX. To direct his / her efforts and activities for the promotion and increase of sales of Company's products keeping adequate pace with the growth of the pharmaceutical industry in the country on the whole and bearing in mind its potentiality of individual products of the Company.

The Management is at liberty to amend or modify the work norms from time to time; may be necessary in the interest of business and such norms as amended will be binding on the BUSINESS EXECUTIVE.


For VITAMYSTIC HEALTHCARE PVT. LTD.


(Authorized Signatory)

I, Mr./Ms. \_\_\_\_\_, have studied the above work norms to be implemented by me and I agree to implement the same.

2/2

  
Dr. P. D. Chaudhar  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Annexure B

Compensation structure

Employee Name	Mr. Aditya Srinde	
Designation	Business Executive	
Job Location	Petr area, Pune	
Components	Per Month	Per Annum
Basic Salary	10,500	1,26,000
House Rent Allowance	1,575	18,900
Special Allowance	1,475	17,700
Gross Salary	13,550	1,62,600
<b>Deductions</b>		
Employee Provident Fund	1,437	17,244
ESI	102	1,220
Professional Tax	200	2,500
Net Salary (in hand)	11,811	1,41,637
Employer Provident Fund	1,437	17,244
ESI	440	5,285
Cost To Company	15,427	1,85,129
Statutory Bonus		11,000
Mediclaime		4,000
<b>Total Cost To Company</b>		<b>2,00,129</b>

Please Note:

- **Gratuity** - Applicable as per the Payment of Gratuity Act.
- **Income Tax** - Applicable as per the Income Tax Act.
- **Bonus** - As per the Bonus Act, shall be payable on annual basis & would be subject to actual earnings and successful completion of Probation.
- **Annual Compensation Review** - Shall be based on overall performance of individual & business with subject to successful completion of Probation on & before 31st January.
- **Medical Insurance** - Covered under Group Mediclaim Insurance Policy.
- **We recruit only graduate students for the post of "Business Executive"**
- You have informed us that the final result for your graduation is awaited, which will be announced in August 2024. Hence please note your continuation of services with us is depending upon your compilation of graduation. If you fail to complete your graduation, then continuation of your services will be at the discretion of the management.
- In the event you leave the company within one year from the date of joining. (irrespective of your services being confirmed or not) an amount of Rs. 35,000/- shall be deducted from your final settlement as cost being incurred for your recruitment, training and induction, On/Off Job Training.

Sincerely,

*P. D. Chaudhari*  
 (Authorised Signatory)



Employee Acceptance:

Signature:

Date:

*P. D. Chaudhari*

Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Ndg. Pune - 411044







Ref No: 20040015  
13-Sep-2024



Aditya Kasar

Dear Aditya,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of Trainee - Junior Data Analyst with Cognizant Technology Solutions India Private Limited ("Cognizant"). Your place of posting will be Pune.

Your annual total compensation will be **INR 240,000**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in Employment Agreement, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **23-Sep-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **23-Sep-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,  
For Cognizant Technology Solutions India Private Limited ("Cognizant"),

Shibu Balakrishnan  
AVP - HR

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

Signature:

Date: 23/09/2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Regd Office: 115/535, Old Mahaballpuram Road, Okkam Thoripakkam, Chennai - 600 097

**Offer Letter**

Dear **Aditya Babhalkar**,

We are pleased to offer you the full-time position of **Trainee in AR** at **EMPClaims**. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + NSA **INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,900.00	INR 1,55,760
HRA	INR 7,139.00	INR 85,668
Special Allowance	INR 194.50	INR 2,334
Gratuity	INR 624.33	INR 7,492
Bonus Allowance	INR 1,081.77	INR 12,981
Sub Total (a)	INR 22,949.60	INR 2,64,228.00
PF - Employer (b)	INR 1,881.00	INR 18,972.00
Total Earnings (a+b)	INR 24,830.60	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

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Ph: 079 4800 6181

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GST: 24AAHCE4871F1Z0

CIN: U82900GJ2023PTC139723

Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,581.00	INR 18,972.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
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NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Aditya Babhalkar state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**






- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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 GST: 24AAHCE4871F1Z0    CIN: U82990GJ2023PTC139723

Offer Letter

Dear **Ajit Saini**,

We are pleased to offer you the full-time position of **Trainee in AR** at **EMPClaims**. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + NSA **INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,980.00	INR 1,55,760
HRA	INR 7,139.00	INR 85,668
Special Allowance	INR 194.50	INR 2,334
Gratuity	INR 624.33	INR 7,492
Bonus Allowance	INR 1,061.17	INR 12,974
Sub Total (a)	INR 22,019.00	INR 2,64,288.00
PF - Employer (b)	INR 1,581.00	INR 18,972.00
Total Earnings (a+b)	INR 23,600.00	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

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GST: 24AAHCE4871F1Z0 CIN: U82990GJ2023PTC139723

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Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,230.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
-----------------------	-------------------	---------------------

NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Ajit Saini state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Ajit Saini*

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Offer Letter

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**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

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EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,980.00	INR 1,55,760
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Modern College of Pharmacy  
Wadi, Pune - 411044

Dr. P. D. Chaudhary  
Principal

Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,381.00	INR 16,572.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 28,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
-----------------------	-------------------	---------------------

NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

**EMPClaims Pvt. Ltd.**  
Team HR

Employee Signature & Date

I Ajit Saini state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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GST: 24AAHCE4671F1Z0 CIN: U82990GJ2023PTC139723

9/2/24, 3:41 PM

Gmail - Fwd: Training



modern college nigdi training and placement <mcopnigdi.tpo@gmail.com>

**Fwd: Training**

1 message

**Akanksh Dhanawade** <akkidhanawade701@gmail.com>  
To: mcopnigdi.tpo@gmail.com

Fri, Aug 23, 2024 at 10:59 AM

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

From: **Alos Syntel** <nair.atosindia@gmail.com>  
Date: Tue, 30 Jul 2024, 9:27 am  
Subject: Training  
To: akki.dhanawade701@gmail.com <akkidhanawade701@gmail.com>

Dear Student,

This is inform you that your profile is Medical Coding ( Health Care ) domain was done. Your annual CTC is on 4.25 LPA.

Your training will start on 5th August 2024 in the morning.

Please reply this mail for your confirmation that we'll share you offer letter.

Thanks & Regards



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





Date: 22/08/2024

To,

Mr. Aksha Chandrakant Karpe,

Sub: Provisional Offer Letter

With reference to the interview you had with the undersigned for the post of **Business Executive** in our **Altius** division, we are pleased to inform that you have been shortlisted and initially you will be based at **Mumbai H.Q.** Your CTC as discussed and mutually agreed upon shall be **Rs. 23,000/- per month.**

Further, you are invited to attend training program from 03/09/2024 to 10/09/2024 at Ahmedabad.

Accommodation / Travelling Details			
Hotel Address	Hotel Treatotel, B/H Sterling Hospital, Off. Gurukul Road, Memnagar, Ahmedabad		
Date of Arrival & Check in	02/09/2024	Check in Time	12:00 PM onwards
Checkout Date	10/09/2024	Checkout Time	Before 9:00 AM
Travel Fare Eligibility	Sleeper Class railway fare		
Important	1. Formal Dressing (Light shirts - white, light yellow or light blue and Dark trousers - Black Dark Blue, Brown, Grey) is mandatory when you are coming to Head office for documentation & Training. 2. No deviation in Check-in / Checkout date & time is allowed.		
Documentation Date & Time at Head Office	02/09/2024 From 02:00 PM		
Head Office Address	Troika Pharmaceuticals Ltd. Troika House, Satya Marg, Bodakdev, Ahmedabad -380054, Gujarat		

You may book your return ticket on 10/09/2024 (after 08:00 PM).

You are suggested to carry following documents (photocopy for submission and original for verification) at the time of reporting at HO.

- Four Passport size photographs
- All Mark sheets (10<sup>th</sup>/12<sup>th</sup>/ UG / PG semester wise)
- Experience Letter (If any)
- Aadhar & PAN Card
- Candidate Assessment Form (as attached)
- Candidate Form (as attached)
- Provident Fund Form (as attached)
- Medical Fitness Form (as attached)

Kindly note that appointment letter will be issued after successful completion of training, submission & verification of all documents as stated above and submission of resignation acceptance letter from your current organization (if employed).

Thanking you,

For, Troika Pharmaceuticals Ltd.

Rakesh Prabhu  
GM – HRD Mktg.



I accept the Provisional offer Letter,

Name: D. Chaudhari  
Principal  
Date: Modern College of Pharmacy  
Nidgi, Pune - 411044



### **Guidelines during your stay at Ahmedabad**

- ❖ Breakfast & Dinner are arranged at your Hotel on all days
- ❖ Lunch shall also be arranged at the Hotel for Sunday/Holiday and on the Check-in Day (on training days, lunch will be at Corporate Office Training centre)
- ❖ One pair of laundry per day is allowed
- ❖ Never share your salary & perks with anyone including your colleagues,
- ❖ You shall be expected to follow the instructions given by the Trainers at all times
- ❖ You are expected to maintain discipline during the entire duration of Training



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Advantmed

To, **Anjali Rajurwar**

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Anjali,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature: \_\_\_\_\_  
Name: Anjali Rajurwar  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: Anjali Rajurwar  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹494.00	₹1,608.00



Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

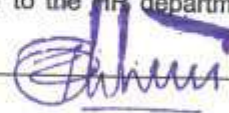
P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411041

Page 4 of 8



**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof
1	Identification & Address Proof (anyone)	Passport
		Aadhar Card (Mandatory)
		Driving License
		Voter ID
2	Bank Formality (all documents compulsory)	PAN Card
		2 Passport Size Photographs
3	Education Documents (All applicable documents)	10th Mark sheet
		12th Mark sheet
		School Leaving Certificate
		Graduation: Degree / Diploma & All



Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
4	Work Experience Documents (Current/Last Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
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		Experience Letter
		Last 3 months pay slip/Bank Statement



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Back ground check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Back ground check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



*[Signature]*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune  
Page 7 of 8

I approve release of any kind of information requested by **AdvantmedIndiaLLP**, for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **AdvantmedIndiaLLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **BackgroundCheckDisclosure,AuthorizationAndRelease** and, by signing below, I authorize **AdvantmedIndiaLLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: **Anjali Rajurwar**

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Advantmed

To,  
Ankita Pralhad Khaire  
Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Ankita,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.


\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



  
Dr. P. D. Chaudhari Page 1 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director - Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature: \_\_\_\_\_  
Name: Ankita Pralhad Khaire  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: Ankita Pralhad Khaire  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



*[Handwritten Signature]*

Page 3 of 8  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
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*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044


Page 4 of 8

**Annexure 2**  
**JOINING FORMALITY DETAILS**

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3	Education Documents (All applicable documents)	10th Mark sheet 12th Mark sheet School Leaving Certificate Graduation: Degree / Diploma & All

  
 Page 5 of 8  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
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		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Background check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Back ground check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



A handwritten signature in blue ink, appearing to read "D. Chaudhari".

Page 7 of 8  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I approve release of any kind of information requested by **Advantmed India LLP**, for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **Advantmed India LLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **Background Check Disclosure, Authorization And Release** and, by signing below, I authorize **Advantmed India LLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: Ankita Pralhad Khaire

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Advantmed

To,  
Anushka Borsate

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Anushka,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



  
Dr. P. D. Chaudhari  
Principal Page 1 of 8  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

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

Name: Anushka Borsate

Date: Thursday, 15 August 2024




Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1**  
**COMPENSATION DETAILS**

Name of Employee: Anushka Borsate  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
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 Dr. P. D. Chaudhari Page 3 of 8  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

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*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044


**Annexure 2**  
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 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
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		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 7 of 8



I approve release of any kind of information requested by **Advantmed India LLP**, for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **Advantmed India LLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **Background Check Disclosure, Authorization And Release** and, by signing below, I authorize **Advantmed India LLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: **Anushka Borsate**

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



A handwritten signature in blue ink, appearing to read 'P. D. Chaudhari'.

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nimi, Pune - 411044

# Advantmed

To,  
Arti Choudhari

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Arti,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 1 of 8

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature: \_\_\_\_\_  
Name: Arti Choudhari  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: Arti Choudhari  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00

Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgji, Pune - 411044

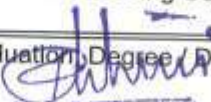
**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof
1	Identification & Address Proof (anyone)	Passport
		Aadhar Card (Mandatory)
		Driving License
		Voter ID
2	Bank Formality (all documents compulsory)	PAN Card
		2 Passport Size Photographs
3	Education Documents (All applicable documents)	10th Mark sheet
		12th Mark sheet
		School Leaving Certificate
		Graduation, Degree, Diploma & All



  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
4	Work Experience Documents (Current/Last Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Back ground check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Back ground check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I approve release of any kind of information requested by **Advantmed India LLP**, for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **Advantmed India LLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **Background Check Disclosure, Authorization And Release** and, by signing below, I authorize **Advantmed India LLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: **Arti Choudhari**

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



A handwritten signature in blue ink that reads 'Dr. P. D. Chaudhari'.

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 Page 8 of 8

# Advantmed

To,  
Ashish Vishnu Garkal  
Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Ashish,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

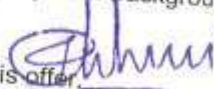
\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.





Dr. P. D. Chaudhari  
Principal Page 1 of 8  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature: \_\_\_\_\_  
Name: Ashish Vishnu Garkal  
Date: Thursday, 15 August 2024



 Page 2 of 8

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Wadgaon, Pune - 411044

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: Ashish Vishnu Garkal  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



*(Signature)*

Dr. P. D. Chaudhari  
 (Principal)  
 Modern College of Pharmacy  
 Nidhi, Pune - 411044

P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
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Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00
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<p><b>Disclaimer:</b> This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.</p>		



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof
1	Identification & Address Proof (anyone)	Passport Aadhar Card (Mandatory) Driving License Voter ID
2	Bank Formality (all documents compulsory)	PAN Card 2 Passport Size Photographs
3	Education Documents (All applicable documents)	10th Mark sheet 12th Mark sheet School Leaving Certificate Graduation: Degree / Diploma & All



Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidga, Pune - 411044

	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
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		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure 3  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Back ground check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

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**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

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Page 7 of 8  
Dr. P. D. Chaudhary  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I approve release of any kind of information requested by **Advantmed India LLP**, for verification purpose.  
I agree that I will not hold any organization accountable for releasing any information about me to **Advantmed India LLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this Background Check Disclosure, Authorization And Release and, by signing below, I authorize **Advantmed India LLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: Ashish Vishnu Garkal

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



Dr. P. D. Chaudhari  
Principal Page 8 of 8  
Modern College of Pharmacy  
Nidgi, Pune - 411044

 Advantmed  
www.advantmed.com

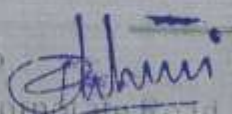


**Ashish Garkal**

Emp. Code : 34463

Department : Medical Record Review

Advantmed India LLP  
502 504, Pinnacle Business Park, Co  
Prahadnagar, Ahmedabad  
Contact : +91 99981 5630

  
Dr. P. D. Chaudhari  
Principal

Modern College of Pharmacy  
Midgi, Pune - 411044



# Advantmed

Advantmed India LLP  
103, Pinnacle Business Park, Corporate Road, Prahladnagar, Ahmedabad-380015  
Salary Slip for the month of Nov/2024

Emp ID	34463	Employee Name:	Ashish Garkal
DOJ	22/08/2024	Pay Days	29
PAN	CULPG9652F	Present Day	23
Department	IND - MRR Operations 24031	LWP Days	1
Designation	Medical Coder	UAN	102114207910
Grade	E1	ESI No.	3715619428
A/c No.	924010038639788	PF. No.	GJ/AHD/1544200/6976

Earnings	Pay Rate	Amount	Deductions	Amount
BASIC	13,235.00	12,794.00	PF	1,535.00
HRA	2,986.00	2,886.00	ESI	130.00
Leave Ench	509.00	492.00	PT	200.00
Bonus	1,102.00	1,065.27		
<b>Total</b>	<b>17,832.00</b>	<b>17,237.27</b>	<b>Total</b>	<b>1,865.00</b>
<b>Net Pay</b>	<b>15,372.00</b>			
<b>In Words</b>	<b>Rupees Fifteen Thousand Three Hundred Seventy Two Only</b>			
<b>Signature</b>				

Lev.Type	Op. Bal	Alloted	Availed	Adj.	Cl. Bal
H			1		
LEAVE	2.5	1	1	0	2.5
LWP			1		
SLK	2.5	0	0	0	2.5
WO			4		

This is computer generated Salary Slip, hence physical signature is not required.



  
Dr. P. V. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Ross Solitaire Prativaas C. S. Ltd,  
Sector-1, Building No-A-1, Millennium Business Park,  
NSIC Malape, Navi Mumbai-400719  
T: + 91 22 41841438 F: + 91 22 41841444  
QIN: 085181MH2D11PTC217513

## OFFER LETTER

Ref: LILAC/213/2024-2025

August 12, 2024

To,

**Chaitanya Mali**

Congratulations Chaitanya Mali,

Subsequent to your interview, we are pleased to offer you the position **Business Development Executive(Grade EM4)**, at Lilac Insights Private Limited, Mumbai

Your gross CTC will be **Rs. 425004/-** per annum. The detailed breakup of the salary is attached herewith in a separate annexure.

We welcome you on board at **Lilac Insights** and trust you will display exemplary Integrity, Excellence, Compassion, Courage and Commitment. We herewith look forward to a mutually beneficial relationship.

Warm regards

Milap Sawant  
Senior Manager - Sales HR & OD

I, Chaitanya Mali, accept the offer & I will be joining on \_\_\_\_\_

Signature



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



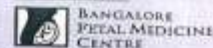
Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening



Centre for Disease  
Control & Prevention  
LAB Reg. No. 1216

Scientific Support



BANGALORE  
FETAL MEDICINE  
CENTRE

LRD26-V2-112017



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Nape Software Park, C. S. Ltd,  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Mahape, Navi Mumbai-400710  
T: +91 22 4184 1438 F: +91 22 4184 1444  
CIN: U05101MH2011PTC217913

August 12, 2024

Chaitanya Mali

Annexure 1: Salary

Salary Break up	Monthly	Annually
Basic Salary	17709	212508
HRA	8855	106260
LTA	1771	21252
Bonus	1475	17700
Special Allowance	3,807	45684
Gross Salary	33617	403404
Add : Employer PF Contribution	1800	21600
CTC		425004

The Medical Insurance is over and above your salary and CTC

FOR LILAC INSIGHTS PVT. LTD.

Milap Sawant  
Senior Manager - Sales HR & OD



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044



Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968



Scientific Support  
  
BANGALORE  
FETAL MEDICINE  
CENTRE

LWH030.A/2-112012



LILAC INSIGHTS PRIVATE LIMITED™  
Office No-301 & 302, Pigeon Software Private Limited C. S. Ltd.  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Malape, Navi Mumbai-400710  
T: +91 22 41841438 F: +91 22 41841442  
CIN: U06101MH2011PTC217913

## OFFER LETTER

Ref: LILAC/211/2024-2025

August 12, 2024

To,

**Chinmayee Chavan**

Congratulations Chinmayee Chavan,

Subsequent to your interview, we are pleased to offer you the position **Business Development Executive(Grade EM4)**, at Lilac Insights Private Limited, Mumbai

Your gross CTC will be Rs. 425004/- per annum. The detailed breakup of the salary is attached herewith in a separate annexure.

We welcome you on board at Lilac Insights and trust you will display exemplary Integrity, Excellence, Compassion, Courage and Commitment. We herewith look forward to a mutually beneficial relationship.

Warm regards

Milap Sawant  
Senior Manager - Sales HR & OD

I, Chinmayee Chavan, accept the offer & I will be joining on

Signature

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening  
**CDCE** Centers for Disease  
Control & Prevention  
LAB Reg. No. 1106

Scientific Support  
**BANGALORE**  
FETAL MEDICINE  
CENTRE

UK02042-112012



LILAC INSIGHTS PRIVATE LIMITED™

Office 7th-301 & 302, Rupa Software Park, Sector C, II, Ltd.  
Sector 1, Building No-A-1, Millennium Business Park,  
MDC Mahape, Navi Mumbai-400710  
T: + 91 22 41041438 F: + 91 22 41041468  
CIN: U96101MH2011PTC217512

August 12, 2024

Chinmayee Chavan

Annexure 1: Salary

Salary Break up	Monthly	Annually
Basic Salary	17709	212508
HRA	8855	106260
LTA	1771	21252
Bonus	1475	17700
Special Allowance	3,807	45684
Gross Salary	33617	403404
Add : Employer PF Contribution	1800	21600
CTC		425004

The Medical Insurance is over and above your salary and CTC

FOR LILAC INSIGHTS PVT. LTD.

Milap Sawant  
Senior Manager - Sales HR & OD



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening

**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening



Centre for Disease  
Control & Prevention  
LAB Reg. No. 116

Scientific Support



BANGALORE  
FETAL MEDICINE  
CENTRE

LMD20-03-112015



**OFFER LETTER**

Date: 30-Nov-24

Name : **Mr. Deep Bisen**  
Address : Pune, Maharashtra.**Subject: Offer Letter**

Dear Mr. Deep Bisen

We refer to your application and the subsequent interviews you had with us. We are pleased to offer you the designation of **Associate Level 1** in our organization.

The terms and conditions of your appointment as discussed during the interview and the rules & regulations of employment will be issued to you within 30 days of you joining the Company on **27-Nov-24**. Your appointment will be subject to the scrutiny of your proof of age, qualification, experience, salary certificate and reference checks.

List of Documents (photocopies) to be submitted on or before joining are as follows:

- 1) Pan card (Self & one parent)
- 2) Address proof (Aadhar Card of self & one parent)
- 3) 2 passport size photographs
- 4) Educational qualifications (self-attested photocopy)
- 5) Experience certificates (self-attested photocopy)
- 6) Relieving letter from your previous 2 employer
- 7) 3 months' salary slip from the previous 2 employer
- 8) Leave & license documents (only for those staying in rented accommodation)
- 9) Electricity bill copy
- 10) Cancelled cheque/Passbook copy

Please bring all original documents for verification.

We look forward to a happy and long association for our mutual benefits.

Thank you.

Arun Sharma  
Vice President - Operations

+91 86928 05751

contact@techsurance.in

108 Origin, 3rd floor,  
Bhakti Bhavan Lane, Sindhi Society,  
Chembur, Mumbai 400071Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Name : Mr. Deep Bisen  
 Designation : Associate Level 1

ANNEXURE A - TOTAL COMPENSATION (CTC)		
Particulars	Per Month	Per Annum
<b>Fixed Pay</b>		
Basic Pay	14,106	1,69,272
House Rent Allowance	705	8,460
Conveyance Allowance	0	0
Special Allowance	1,189	14,268
Leave Travel Allowance	0	0
<b>Fixed pay - A</b>	<b>16,000</b>	<b>1,92,000</b>
<b>Deduction from Employee Gross Salary</b>		
Provident Fund (Employee Contribution)	1800	21,600
ESIC (Employee Contribution)	120	1,440
Professional Tax ##	200	2,500
<b>Total Employee Deduction Amount</b>	<b>2,120</b>	<b>25,440</b>
<b>Net Take Home Pay</b>	<b>13,880</b>	<b>1,66,560</b>
<b>Retiral &amp; Other Benefits</b>		
Provident Fund (Employer Contribution)	1,800	21,600
ESIC (Eligibility as per ESIC Act)	520	6,240
Gratuity	678	8,136
<b>Retiral &amp; Other Benefits - B</b>	<b>2,998</b>	<b>35,976</b>
<b>Variable Pay</b>		
Statutory Bonus**	1,175	14,100
Performance Incentive (0%-100%) ***	0	0
<b>Variable Pay - C</b>	<b>1,175</b>	<b>14,100</b>
<b>TOTAL CTC (A + B + C)</b>	<b>20,173</b>	<b>2,42,076</b>

Please note the remuneration agreed herein is completely confidential and should not be disclosed to any other employee of the organization.



Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044





## WELCOME TO WIPRO

25 October, 2024

Dear **Deepti Gunjal**,

Resume ID - 29459115

Welcome to Wipro Limited and congratulations on your appointment as **Associate**.

For us at Wipro, success is the outcome of choice and expectations, and we are delighted that you have chosen to include Wipro in your career journey.

**Your terms of appointment are explained in detail in the Appointment Letter here. Please go through these and confirm your acceptance by selecting "Submit" on the offer form.**

We are excited to meet you in person during your onboarding session. Once you receive a formal invitation to attend, we look forward to meeting you at our specially designed Onboarding Day at our beautiful Pune campus, we will give you an overview of Wipro, our policies and practices, and all that you need to know to settle in and get started. Most of all, we look forward to introducing you to something close to our heart and our way of life - the Spirit of Wipro.

We are confident that you will strengthen Wipro's values by living the Wipro way of life every day. We wish you success and a happy working life at Wipro.

Best regards,  
For Wipro Limited.

**Sandesh Kumar**  
**General Manager and Head - Talent Acquisition**

(We would like to emphasize that the offer of appointment is **subject to completion** of your reference check.) In case you need any clarifications regarding your job, salary, or any policy, please contact **Jasmine PATHANIA** At [jasmine.pathania@wipro.com](mailto:jasmine.pathania@wipro.com).

**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy



Deepti  
Gunjal  
20558712



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411004



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Haze Software Private Limited, 2, 3, 4th  
Sector-1, Building No.A-1, MIDC Area, Mulund West,  
MDC Malape, New Mumbai-400710  
T: + 91 22 41841438 F: + 91 22 41841448  
CIN: U06101MH2011PTC0217913

## OFFER LETTER

Ref: LILAC/210/2024-2025

August 12, 2024

To,

**Devang Bhokare**

Congratulations Devang Bhokare,

Subsequent to your interview, we are pleased to offer you the position **Business Development Executive(Grade EM4)**, at Lilac Insights Private Limited, Mumbai

Your gross CTC will be Rs. **425004/-** per annum. The detailed breakup of the salary is attached herewith in a separate annexure.

We welcome you on board at Lilac Insights and trust you will display exemplary Integrity, Excellence, Compassion, Courage and Commitment. We herewith look forward to a mutually beneficial relationship.

Warm regards

Milap Sawant  
Senior Manager - Sales HR & OD

I, Devang Bhokare, accept the offer & I will be joining on

Signature

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening

**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening

**CDCE**  
Centre for Disease Control & Prevention  
LAB Reg. No. 1104

Scientific Support

**BANGALORE  
FETAL MEDICINE  
CENTRE**

LMD30-V3-112012



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Rupa Software Phases C & D, 1st  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Malape, Navi Mumbai-400710  
T: +91 22 41041338 F: +91 22 41041448  
CIN : U96390MH2011PTC217918

August 12, 2024

Devang Bhokare

Annexure I: Salary

Salary Break up	Monthly	Annually
Basic Salary	17709	212508
HRA	8855	106260
LTA	1771	21252
Bonus	1475	17700
Special Allowance	3,807	45684
Gross Salary	33617	403404
Add : Employer PF Contribution	1800	21600
CTC		425004

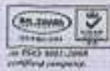
The Medical Insurance is over and above your salary and CTC.

FOR LILAC INSIGHTS PVT. LTD.

Milap Sawant  
Senior Manager - Sales HR & OD



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening

**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening



Center for Disease  
Control & Prevention  
LAB Reg. No. 1104

Scientific Support



BANGALORE  
FETAL MEDICINE  
CENTRE

LMD20-K2-112012

### Offer Letter

Dear **Deveshree Patil**,

We are pleased to offer you the full-time position of **Trainee in AR** at **EMPClaims**. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + **NSA INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,980.00	INR 1,55,760
HRA	INR 7,139.00	INR 85,668
Special Allowance	INR 194.50	INR 2,334
Gratuity	INR 624.33	INR 7,492
Bonus Allowance	INR 1,081.17	INR 12,974
Sub Total (a)	INR 22,019.00	INR 2,64,228
PF - Employer (b)	INR 1,581.00	INR 18,972.00
Total Earnings (a+b)	INR 23,600.00	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com

Block A-309, Balfeshwar Square, Iseon-Cross Road, Off S-G Highway, Near Sales India, Ahmedabad-380015

GST: 24AAHCE4871F1Z0 CIN: U82990GJ2023PTC139723

Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,581.00	INR 18,972.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
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NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Deveshree Patil state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com

Block A- 303, Balleshwar Square, Iscon Cross Road, Off S. G. Highway, Near Sales India, Ahmedabad-380015

GST: 24AAHCE4871F1ZO CIN: U82990GJ2023PTC139723





Office: BUSINESS PROCESS SERVICES  
Ref: TCSL/DT20234767893/Mumbai/BPS/BTN  
Date: 19/08/2024

Mr. Gaurav Pavan Kela  
Ganesh Siddhi E Wing  
Flat no-804 , Chikhli -Nigdi Road  
Chikhli -411019  
Maharashtra

Dear Mr. Gaurav Pavan Kela ,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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TCSL/DT20234767893

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6776 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 5th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC004781



## OTHER BENEFITS

### 1 - Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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

## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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TCSL/DT20234767893

Dr. P.D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 2

## **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 01 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 5th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC004721



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

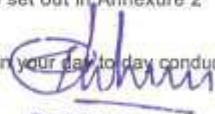
**7. Confidentiality, Data and Intellectual Property Protection:**

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

**8. TATA Code of Conduct:**

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



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Private and Confidential  
TCSL/DT20234767893

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400078  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com. Website: http://www.tcs.com  
Registered Office: 9th Floor, Nisam Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



- 9- **Notice Period:**  
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.
10. **Medical Test:**  
You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL ), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.
11. **Background Check:**  
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.
12. **Submission of Documents:**  
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.
13. **Initial Learning Programme (ILP)**  
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.
- As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.
14. **Letter of Appointment**  
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy
15. **Personal Data Processing:**  
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.
- It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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TCSL/DT20234767893

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400778  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narimat Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 5

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



Private and Confidential  
TCSL/DT20234767893

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3309 E-mail: corporate.officed@tcs.com, Website: http://www.tcs.com  
Registered Office: 5th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC064781



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No TCSL/DT20234767893/Mumbai/BPS/BTN on \_\_\_\_\_ (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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Corporate Identification No. (CIN): L22210MH1995PLC084751

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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

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Corporate Identification No. (CIN): L32210MH11995PLC084781

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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

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

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

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

#### 7. 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.

#### 8. 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.

#### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat



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Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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.

**10 - General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:

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Corporate Identification No. (CIN): L22210MH1995PLC084781



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSD/DT20234767895/Mumbai/BPS/BTN**  
**Date: 19/08/2024**

**Ms. Gautami Santosh Khinvansara**  
Tatish Balaji Kaman,  
House No-16, Duttawadi Pune  
-411030  
Maharashtra

Dear Ms. Gautami Santosh Khinvansara,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited (TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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**Dr. P. D. Chaudhari**  
Principal  
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Nidgi, Pune - 411044

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## OTHER BENEFITS

### 1. Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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

## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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Principal  
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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
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It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay.

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



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Nidgi, Pune - 411044

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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



- 9. Notice Period:**  
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.
- 10. Medical Test:**  
You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.
- 11. Background Check:**  
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.
- 12. Submission of Documents:**  
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.
- 13. Initial Learning Programme (ILP)**  
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.
- As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.
- 14. Letter of Appointment**  
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy
- 15. Personal Data Processing:**  
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience; medical history, skillset, proficiency and certifications, job profile and your career aspirations.
- It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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

Encl: Annexure 1: Acceptance

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms



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Registered Office: 9th Floor, Nival Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref  
No **TCSL/DT20234767895/Mumbai/BPS/BTN** on \_\_\_\_\_ (MMM/DD/  
YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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**TCSL/DT20234767895**

**Dr. P. D. Chaudhari**  
**Principal**  
**Modern College of Pharmacy**  
**Nidgi, Pune - 411044**

**TATA CONSULTANCY SERVICES**

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Corporate Identification No. (CIN): L22210MH1995PLC004701





## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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

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

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

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

#### 7. 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.

#### 8. 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.

#### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat



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Principal  
Modern College of Pharmacy  
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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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:



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Corporate Identification No. (CIN): L22210MH1995PLC084781



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20234767897/Mumbai/BPS/BTN**  
**Date: 19/08/2024**

**Ms. Rutuja Ganpat Patil**  
Shree vighnahar Society near  
bhavika vidyalaya kharegaon kalwa ,  
Mumbai.

Dear Ms. Rutuja Ganpat Patil .

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



*(Handwritten signature)*

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## OTHER BENEFITS

### 1. Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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


## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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Registered Office: 9th Floor, Narval Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22108MH1995PLC094781



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



  
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**9. Notice Period:**

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

**10. Medical Test:**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.

**11. Background Check:**

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

**12. Submission of Documents:**

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

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

**13. Initial Learning Programme (ILP)**

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

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

**14. Letter of Appointment**

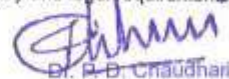
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

**15. Personal Data Processing:**

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

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



  
D. R. D. Chaudhari

Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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

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



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Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.officed@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22240MH1995PLC084781



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20234767897/Mumbai/BPS/BTN** on \_\_\_\_\_ (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



**Private and Confidential**  
**TCSL/DT20234767897**

**TATA CONSULTANCY SERVICES**

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Registered Office: 5th Floor, Nandal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

6



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

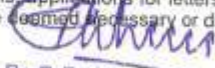
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose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

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TCSL/DT20234767897



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Registered Office: 9th Floor, Narimán Building, Narimán Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084701

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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



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Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Corporate Identification No. (CIN): L22210MH1995PLC004701



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

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

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

**7. 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.

**8. 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.

**9. Equitable Rights**

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

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Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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.

**10. General**

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

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

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

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

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

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

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

This is to confirm that I have received the Letter of Offer on \_\_\_\_\_

I hereby accept this Offer and intend to join service on \_\_\_\_\_

Name:

Address:

Signature:

Date:

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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Registered Office: 9th Floor, Nariman Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084791

## BOARD OF APPRENTICESHIP TRAINING (WESTERN REGION)

(An Autonomous Body Under Ministry of Education, Department of Higher Education, Government of India)



2nd Floor, Administrative Building, ATI Campus, V.N Purav Marg, Sion,  
Mumbai - 400022

Phone No: +91-22-24055635 / 24053682

Fax No: Email:

Website:



### APPRENTICESHIP CONTRACT REGISTRATION FORM

#### APPRENTICE INFORMATION

Name	Gender	Date of Birth	Age
RUTWIK CHANDRAKANT PAWAR	M	06 JUL 2001	23
Father / Mother Name	Enrollment Number	Caste	
CHANDRAKANT	AMHLA5167339	OTHERS	
	PWD		
	N		

Address for Communication	Mobile Number	Email Address	Contract ID
UDGIR S.O, PAWAR NIVAS MARWADI GALLI UDGIR MAHARASHTRA ,LATUR MAHARASHTRA,413517	9370394076		CMHPUP1748375

#### EDUCATIONAL QUALIFICATION



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Name of the Institution / College /University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn	Month & Year of passing	Educational Qualification
PROGRESSIVE EDUCATIONAL SOCIETYS MODERN COLLEGE OF PHARMACY,NIGDI, PUNE	1131920024421	4, 2024	BACHELOR OF PHARMACY - BACHELOR OF PHARMACY

#### TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
13 JUL 2024	12 MONTHS	15000

The apprentice would be undergoing training under section 22 (1)

#### NAME AND ADDRESS OF THE EMPLOYER

OMNI PROTECH DRUGS PVT. LIMITED -PUNE WMHPUP000762	Bhosari I.E. S.O -	MAHARASHTRA - 411026
---	--------------------	-------------------------

We, the Employer, Apprentice hereby declare that we have read the contents of the Apprenticeship Contracts as per the Apprenticeship Rules, 1962, as amended from time to time and agree to abide by all the provisions made thereunder. We also declare that all the provisions of the Apprentices Act, 1961, as amended from time to time including those relating to Registration and Termination of Contract are binding on us. According to the apprentice, it is inferred, that the apprentice has not undergone apprenticeship training elsewhere or had work. We will impart Apprenticeship training according to the approved training module/programme.

It is requested that the Registration Number may kindly be noted in your records and the claims for the reimbursement of Government share of stipend if any, may please be sent to this office once in a quarter along with Progress Report of the apprentices in the prescribed Form Apprenticeship -3.

#### NOTE

This is system generated ACRF document. Agreeing to the terms and conditions in the workflow is as good as signing of physical contract form on mutual agreement between Student and Establishment. It has all legal binding as per the law if mutual trust is breached.

  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044



IP address of Establishment submitting this request: 103.110.242.15:64108 IP address of student accepting this request: 103.110.242.13:54356

#### TERMS AND CONDITIONS OF THE CONTRACT OF APPRENTICESHIP FOR GRADUATE AND TECHNICIAN APPRENTICES

1. The period of training shall be one year (In the case of Sandwich students the period of the training shall be as stipulated in curriculum)
2. It shall not be obligatory on part of the employer to offer any employment to the apprentice on successfully completing the apprenticeship training in their establishment nor shall it be obligatory on part of the apprentice to accept an employment under the employer NOTE: If, however, there is a condition in the contract of apprenticeship that the apprentice shall after the successful completion of training serve the employer, the employer shall, on such completion be bound to offer suitable employment to the apprentice and the apprentice shall be bound to serve the employer in that capacity for such period and for such remuneration as may be specified in the contract subject to the approval of the Central Apprenticeship Adviser.
3. Every apprentice undergoing apprenticeship training in an establishment shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to such apprentice
4. (i) The apprentice shall abide by the rules and regulations of the establishment in all matters of conduct and discipline and safety and carry all lawful order of the employer and superiors in the establishment  
ii) The apprentice shall learn his subject field conscientiously and diligently and attend to practical and instructional classes regularly  
iii) The apprentice shall maintain a record of his work during the period of apprenticeship training in a proforma approved by the apprenticeship advisor  
iv) Where the contract of apprenticeship is terminated for failure on the part of the apprentice of carry out terms of contract, the apprentice shall refund to the employer as cost of training such as amount as may be determined by the apprenticeship adviser. In such event, the apprentice shall not be entitled to enter into another contract of apprenticeship under the act with any other employer  
v) The contract of apprentice can be terminated without compensation payable by the apprentice  
(a) If he/she secures gainful employment (on production of copy of the appointment order) and (b) If he/she is unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of civil surgeon)  
vi) For breach of contract by the employer, the employer shall pay compensation to the apprentice an amount equivalent to his three months last drawn stipend  
vii) Continuance of payment of stipend shall depend on the satisfactory performance of the apprentice during the period
5. (i) The employer shall make a suitable arrangement in his establishment for imparting a course of apprenticeship training to the apprentice in accordance with the provisions for the Act and Rules made there under and with the approval of the respective Regional Central Apprentice Adviser  
ii) Every employer is required to formulate a "Training Programme" for the training of Graduate/Technician apprentices and get it approved by the respective Regional Central Apprentice Adviser  
iii) The employer will arrange for suitable person to be placed in charge of training of apprentices as laid down
6. (i) A Graduate/Technician Apprentice shall work according to the normal hours of work of the department in the establishment to which they are attached for training. Leaves for apprentices will be guided by the training establishments leave policy.br



Dr. P. D. Chaudhari

Principal

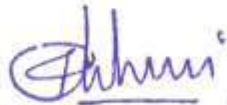
Health College of Pharmacy  
No. 411044

(ii) The stipend of a particular month shall be paid on or before the 10th of the following month  
7. Please preserve copy of the ACRF and Certificate submitted by the candidate for future reference

Note: This is a computer generated report. No signature is required.

Print



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Name of the Institution / College /University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn	Month & Year of passing	Educational Qualification
PROGRESSIVE EDUCATIONAL SOCIETYS MODERN COLLEGE OF PHARMACY,NIGDI, PUNE	1131920024421	4, 2024	BACHELOR OF PHARMACY - BACHELOR OF PHARMACY

#### TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
13 JUL 2024	12 MONTHS	15000

The apprentice would be undergoing training under section 22 (1)

#### NAME AND ADDRESS OF THE EMPLOYER

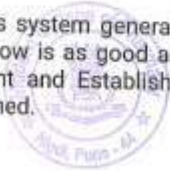
OMNI PROTECH DRUGS PVT. LIMITED -PUNE	Bhosari I.E. S.O -	MAHARASHTRA - 411026
WMHPUP000762		

We, the Employer, Apprentice hereby declare that we have read the contents of the Apprenticeship Contracts as per the Apprenticeship Rules, 1962, as amended from time to time and agree to abide by all the provisions made thereunder. We also declare that all the provisions of the Apprentices Act, 1961, as amended from time to time including those relating to Registration and Termination of Contract are binding on us. According to the apprentice, it is inferred, that the apprentice has not undergone apprenticeship training elsewhere or had work. We will impart Apprenticeship training according to the approved training module/programme.

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*[Signature]*  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

IP address of Establishment submitting this request: 103.110.242.15:64108 IP address of student accepting this request: 103.110.242.13:54356

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3. Every apprentice undergoing apprenticeship training in an establishment shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to such apprentice
4. (i) The apprentice shall abide by the rules and regulations of the establishment in all matters of conduct and discipline and safety and carry all lawful order of the employer and superiors in the establishment  
ii) The apprentice shall learn his subject field conscientiously and diligently and attend to practical and instructional classes regularly  
iii) The apprentice shall maintain a record of his work during the period of apprenticeship training in a proforma approved by the apprenticeship advisor  
iv) Where the contract of apprenticeship is terminated for failure on the part of the apprentice of carry out terms of contract, the apprentice shall refund to the employer as cost of training such as amount as may be determined by the apprenticeship adviser. In such event, the apprentice shall not be entitled to enter into another contract of apprenticeship under the act with any other employer  
v) The contract of apprentice can be terminated without compensation payable by the apprentice  
(a) if he/she secures gainful employment (on production of copy of the appointment order) and (b) if he/she is unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of civil surgeon)  
vi) For breach of contract by the employer, the employer shall pay compensation to the apprentice an amount equivalent to his three months last drawn stipend  
vii) Continuance of payment of stipend shall depend on the satisfactory performance of the apprentice during the period
5. (i) The employer shall make a suitable arrangement in his establishment for imparting a course of apprenticeship training to the apprentice in accordance with the provisions for the Act and Rules made there under and with the approval of the respective Regional Central Apprentice Adviser  
ii) Every employer is required to formulate a "Training Programme" for the training of Graduate/Technician apprentices and get it approved by the respective Regional Central Apprentice Adviser  
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6. (i) A Graduate/Technician Apprentice shall work according to the normal hours of work of the department in the establishment to which they are attached for training. Leaves for apprentices will be guided by the training establishments leave policy.br

  
Dr. B. D. Chaudhary  
Principal  
Modern College of Pharmacy

VHPL/HR/ LOA/2024

**LETTER OF APPOINTMENT & TERMS OF EMPLOYMENT**

Name of the Employer: **VITAMYSTIC HEALTHCARE PVT. LTD.**  
Name of the Employee: **Mr. Sahil Ambie**  
Address of the employee: **Flat no 1 Renuka appartment ,Chinchwad,411033**

Dear Mr. Sahil Ambie

With reference to your application and the subsequent interview, you had with us, we are pleased to appoint you as a Business Executive – B.E. in our organization with effect from 05<sup>th</sup> August 2024 You will be reporting to Regional Sales Manager, Pune.

Your appointment is subject to the terms and conditions contained herein below and the terms set out in Annexure 'A' enclosed herewith: -

**1. PROBATION:**

The period of probation will be 6 (six) months with effect from your date of joining, which can be extended if deemed necessary at the sole discretion of the management.

**2. CONFIRMATION:**

On completion of the Probation period, you shall not become permanent automatically, for that you are required to apply in writing to the management for confirmation. On receipt of your letter and after going through your records in consultation with your superiors, the management may, at its sole discretion, either extend your probation for the period it may deem fit or decide to confirm you as a permanent employee or consultant on basis of your work. You will not be deemed to be permanent in the services of the company unless you are so confirmed in writing.

**3. SALARY, PERQUISITES AND ALLOWANCE DURING PROBATION PERIOD:**

During the probation period, you will be eligible for Rupees Two Lakh One Hundred Twenty-Nine per annum, to be broken up into various subheads as per Annexure 'B' attached.  
All information regarding your remuneration and terms of employment are confidential and you shall not divulge any content to any company employee except to your appropriate superior authorities.  
Field allowance eligibility is as per prevailing policy.

**4. SALARY, PERQUISITES AND ALLOWANCE ON CONFIRMATION:**

- i. Your salary is fixed based on the assessment of your performance.
- ii. Allowances (Daily allowances and other field allowances) are fixed and eligibility is as per prevailing policy for which you can reach out to your concern HR manager.

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044  
(Signature of employee)

**5. INCREMENTS:**

The performance appraisal process will be applicable as per the eligibility. The increment will depend on the discretion of the Management and particularly on various factors like general behavior, aptitude for the job, efficiency shown, conduct towards superiors, attendance and results achieved etc. Kindly note that the Management reserves its right to not give any appraisal any year for reasons it may deem appropriate.

**6. FARE:**

In case you are required to travel outside your work location, the fare payable to you will be as per Standard Fare Chart (S.F.C.) and travel fare policy of the Company which will be communicated to you by a separately.

**7. AREA OF ACTIVITY AND TRANSFER:**

Your head quarter will be at PCMC. You are liable to be transferred to the area assigned to you by the Management and / or such other territories anywhere in India as the Management may, from time to time, deem necessary at their sole discretion. Further, Management reserves the right to place/ transfer you temporarily/ permanently in any department/ office or subsidiaries or associate companies of VITAMYSTIC HEALTHCARE PVT. LTD. at its discretion from time to time. Your refusal for such transfer will be considered as your unwillingness to serve the Company and in such case Management will be free to terminate your services by giving 30 days' notice or salary in lieu thereof.

You may be required to attend Mumbai office or any other Head Quarters from time to time either for instructions or for any other official purpose or to attend meetings arranged at anywhere in India and you will not refuse to do so. In such cases, you will be paid travelling expenses by shortest route and daily allowances as per Clause 4 – II herein above.

**8. CHANGE IN THE ADDRESS:**

In case of any change in your address for communication during the course of your employment with the Company and whenever necessary, it shall be your duty to intimate the same in writing within 3 days from the date of such change. All the communication sent by the Company at the last given address shall be deemed to have been received by you at the correct address.

**9. LOSS IN LIEN:**

If your frequent absenteeism, without leave and without prior written permission is reported and/or observed by the management, the Management will be entitled to exercise its discretion to remove the lien on your appointment unless you explain to the satisfaction of the Management about the grounds of your inability to resume your duty with sufficient proof.

It is expressly agreed that the Management will be the sole judge about the explanation that may be tendered by you in this respect as to whether the same is beyond the period of leave originally granted, or subsequently extended, you are liable to lose your lien on your appointment unless you return within 8 (eight) days of the expiry of the sanctioned leave and explain to the satisfaction of the Management your inability to resume duty immediately on expiry of your leave, but in case also the Management will be the sole judge to decide the validity of your explanation.



  
Dr. P. D. Chaudhari  
Principal  
(Signature of Employee)  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**10. RESIGNATION:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

On your confirmation if you are desirous of leaving the service, you shall give one-month notice in writing to the Company. If you leave the service without giving one month's notice, the Company shall be entitled to deduct, one month's salary for the dues payable to you and also the loss, if any, which the Company has suffered or is likely to suffer on account of your abruptly leaving the Company. In case of resignation tendered by you, you will not be relieved of your duties unless your resignation has been accepted in writing by the Company and unless you hand over the complete charge of your job as well as all the material, articles, and things belonging to the Company that may have come in your possession during your employment, to the Management or the superiors concerned or to whomsoever the Management authorize. Also, you have to submit N.O.C. of company authorized stockiest in your Territory.

**11. LEAVE & HOLIDAYS:**

You will be entitled to earned leave and sick leave as per the Leave Policies of the company.

As regards Holidays and other leaves are concerned, you will be entitled to the said facilities as per the policies of the Company.

**12. GENERAL:**

- a) You shall devote your whole time and attention exclusively to on the job of the Company and you shall neither take up other part time nor full time work, whether for remuneration, or not, or whether during working hours or not or during leave, holidays etc, nor you will engage yourself in any other business of your own or as an agent for others.
- b) You will maintain during the subsistence of your employment and thereafter complete secrecy with regard to the Company's affairs and shall not disclose to any person or persons any of the Company's trade secrets or any information regarding the Company's activities.
- c) You will be bound to carry out the orders issued to you by Mumbai office or your supervisor's (if appointed) from time to time and to work for the Company or with any sister or associate concern or companies, whether existing at present or which may come into existence in future and in the event of the constitution or the structure of the Company undergoing any transformation such firm or company, as the case may be, you will also work and canvas for the products of the company as well as the other companies for which the Company obtain Distribution, Selling or Propaganda Rights or as per discretion and orders of the Company.

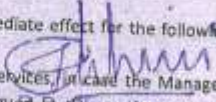
**13. TERMINATION OF SERVICES:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

However, after confirmation, the company may terminate your services by giving you 30 days' notice in writing or salary in lieu thereof in case termination is with immediate effect. Subject to the laws and rules in force, the Company will have a right to determine such notice as annual leave, if any deemed accrued to you and ask you to proceed on leave forthwith.

Your services are liable to be terminated or dispensed with immediate effect for the following amongst other acts:

1. MEDICAL FITNESS: During the tenure of your regular services, if the Management feels that you are physically or mentally unfit to be continued in the employment, you will be

  
Principal  
(Signature of Employee)  
Modern College of Pharmacy  
Nidgi, Pune - 411044

2



subjected to medical examination by the doctor appointed by the Company for the purpose. If you are found medically unfit to be continued, on receipt of such report, the Management will be free to terminate your services by giving one month's notice in writing or one month's salary in lieu thereof. Your refusal to get examined by the Doctor of the Company's choice will give the Management a right to terminate the contract of service as aforesaid

- II. If it is found at any time during the tenure of your employment that any of the information furnished by you to the Management at the time of your appointment or any time thereafter is incorrect or false.
- III. If at any time because of your acts or omissions in connection with your duties, employment, business of the company etc, the Management loses the confidence in you.
- IV. If you are convicted for any act committed by you or if you are arrested for any act involving turpitude.
- V. If you are found committing breach of this agreement.
- VI. If you are found to be suffering from any contagious diseases.
- VII. If you are found making statements orally or in writing or allegation against the Company, its Directors or Executives knowing the same to be false which in the opinion of the Management will have the effect of lowering the prestige of the Company, its Directors or Executives.
- VIII. If you are found engaged in any other business, trade or profession during your employment with the Company in your own capacity or in association with other person or persons, whether such activities conflict with the interest of the Company or not.
- IX. If you are unable to fulfill the sales target which will be fixed keeping in view the practical and average rise in turnover of the products of the Company.

You are liable to disciplinary action in accordance with law, as may be applicable, if you are reported to have committed any misconduct.

In case you are suspended for any misconduct or such acts which are similar to misconduct in the opinion of the Management in which case you will not be entitled to any salary and allowances during the period of your suspension.

The Director of the Company or any other authorized person on behalf will have a right to issue the necessary order including the order of termination to you.

#### 14. CONFIDENTIALITY:

In connection with your engagement with Company, you may receive, produce, or otherwise be exposed to Company's trade secrets, business, proprietary and/or technical information, including, without limitation, business plans or projections, hardware and software designs or engineering techniques, software including listings, source code, screen formats and flow charts, discoveries, inventions (whether patentable or not), know-how, show-how, research plans and projects, pricing policies, cost information, supplier and customer lists and contracts, manufacturing techniques, applications and service policies, financial and sales performance data, personnel information, and all derivatives, improvements and enhancements to any of the above (including those derivatives, improvements and enhancements that were created or developed by you during your tenure of employment), in addition to all information Company receives from others under an obligation of confidentiality, individually and collectively "Confidential Information". Confidential information shall also include all the information considered to be confidential by the Company and all information, which has not been made public.

You acknowledge that the Confidential Information is the sole, exclusive and extremely valuable property of the Company. Accordingly, you agree not to reproduce any Confidential Information without





Company's prior written consent, not to use the Confidential Information except in the performance of your service, and not to divulge all or any part of the Confidential Information in any form to any third party, either during or after the tenure of your service. Upon your termination of service, you shall cease using and return to Company all whole and partial copies and derivatives of the Confidential Information in your possession.

**15. AGE OF RETIREMENT:**

Age of retirement from the services will be 58 years. Your date of birth as per our record is 12/12/2003 which has been collected from the legal identity and address proofs submitted by you.

**16. JURISDICTION:**

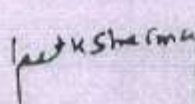
You will be governed by the Office at Mumbai, which will have ultimate control on all your activities. Your salary will be deemed to have been paid at Mumbai and for all the purposes your appointment also will be deemed to have been made at Mumbai. In case of any dispute /grievance arising out of employment under this Appointment the same shall be mutually discussed and settled, failing which the courts at Mumbai shall have exclusive jurisdiction.

In token of having accepted the above terms of service, you are requested to sign on the duplicate copy of this letter and return the same.

We wish you a long and successful career with us.

Yours sincerely,

For VITAMYSTIC HEALTHCARE PVT. LTD.



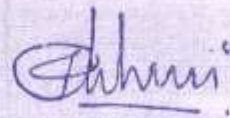
(Authorized Signatory)



I, Mr. / Ms. / Mrs. \_\_\_\_\_ do hereby state that I have read and understood the aforesaid terms and conditions of my employment and I am signing on the duplicate copy of this appointment letter in token of having accepted the terms and conditions.

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

ℓ



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy,  
Nidiji, Pune - 411004  
(Signature of Employee)

**ANNEXURE-A**

**WORK NORMS TO BE IMPLEMENTED BY BUSINESS EXECUTIVE**

The BUSINESS EXECUTIVE should implement and abide by the following work-norms for result oriented and disciplined field work, to achieve higher productivity, efficiency and customer service to increase and enhance the prestige, goodwill and image of the Company.

**1. CALL ON DOCTORS:** (Average calls per day - 10)

The BUSINESS EXECUTIVE will make maximum number of calls in person as per the advice and instructions of the Company or his / her superior given from time to time and will work from morning till afternoon and from evening till night under normal circumstances.

**2. VISIT TO CHEMISTS/ PHARMACIES:** (Average calls per day -6)

The BUSINESS EXECUTIVE should try to book as many orders as possible from Chemists/Pharmacies. Also, he / she should explain our promotional programs.

**3. REGULARITY AND DAILY WORK:**

The BUSINESS EXECUTIVE should regularly fill and post information in the forms decided upon by the Management from time to time such as:

**a. Daily work Report System:**

Daily reports should be duly updated on call to call basis in online reporting system on working days.

**b. Tour Program Charts:**

It is to be duly filled and should be updated in system before 15<sup>th</sup> of the preceding month. The BUSINESS EXECUTIVE will adhere to the Tour Program submitted by him / her. In case of any deviation from the tour program under unforeseen circumstances, the BUSINESS EXECUTIVE will inform the superior / office by a letter/ mail giving reasons.

**c. Expense Statement:**

The Expense claim should be made as per prevailing Travel and Allowance Policy provided by the organization.

**d. Samples, Literature & Stationery Stock Statement:**

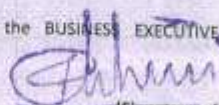
You will be provided with necessary promotion material, identity/visiting cards, product literature, training manuals, stationary etc. In the event of your leaving the Organization by way of resignation, retirement, termination or any reason whatsoever, you shall return all the Organization's property in your possession such as and including printed stationary, unutilized samples, visual aids, detailing folders, guidebooks, articles, gadgets, detailing bag, identity cards, NOC from Wholesales & Stockiest, imprest cash/ advance, if any, and/or any other articles to the person nominated by the Organization and your dues shall be settled only on receipt of the Organization property. In case if you fail to return the company's property as instructed, the company will be at liberty to recover amount equivalent to the cost of the property or a lump sum amount to be decided by the company from your full and final settlement dues including gratuity, without further reference to you.

**4. BROAD WORKING PATTERNS:**

The broad working pattern and responsibilities of the BUSINESS EXECUTIVE in terms of implementation are listed below:

♀



  
(Signature of the Employee)  
Dr. P. D. Chaturvedi  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

- I. To judiciously use physicians' samples, literature, stationery and sales promotion articles provided to them by the Management for distribution amongst Doctors as per instructions from time to time.
- II. To book orders from Doctors, Chemists, Government and Semi-Government Hospitals and Institutions as per terms and conditions of the Company in practice from time to time.
- III. To co-operate with the Management by requesting the stockiest to retire the documents in time and by following up recovery of payments from the Government and other Institutions and to maintain good relations with the trade so as not to damage the Company's prestige.
- IV. To equip himself / herself and keep up-to-date with adequate product knowledge and Company's products and shall remain fully acquainted with the competitors' products and sales promotion activities and will provide proper feedback in this respect to the Head Office.
- V. To actively participate in the sales conferences, sales meetings, refresher courses conducted by the Company and to study properly and reply in time to all postal refresher courses, sales letters and other postal/ online training programs.
- VI. To co-operate with the Management in increasing sales turnover and achieve sales target set up for individual BUSINESS EXECUTIVE.
- VII. To make available sales statistics supplied by the Company to the individual BUSINESS EXECUTIVE at the time of discussion during the sales meetings or sales conferences or directly as and when required apart from regular monthly statements.
- VIII. To comply with the directives of the Company and extend all co-operation to the respective supervisory staff and the Company's officers, and Executives, while working on the field and in promoting sales of the Company's products and to comply with the directives of the Company in special assignments to work out at any selected center or center in India, to attend to Trade Meetings, Conferences, Exhibitions and attend work as may be entrusted as and when instructed by the Company.
- IX. To direct his / her efforts and activities for the promotion and increase of sales of Company's products keeping adequate pace with the growth of the pharmaceutical industry in the country on the whole and bearing in mind its potentiality of individual products of the Company.

The Management is at liberty to amend or modify the work norms from time to time; may be necessary in the interest of business and such norms as amended will be binding on the BUSINESS EXECUTIVE.

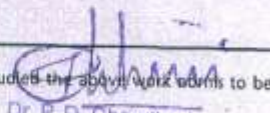
For VITAMYSTIC HEALTHCARE PVT. LTD.


(Authorized Signatory)

I, Mr./Ms. \_\_\_\_\_ have studied the above work norms to be implemented by me and I agree to implement the same.

2/2

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure B

Compensation structure

Employee Name	Mr. Safril Amble	
Designation	Business Executive	
Job Location	PCMC	
Components	Per Month	Per Annum
Basic Salary	10,500	1,26,000
House Rent Allowance	1,575	18,900
Special Allowance	1,475	17,700
Gross Salary	13,550	1,62,600
<b>Deductions</b>		
Employee Provident Fund	1,437	17,244
ESI	102	1,220
Professional Tax	200	2,500
Net Salary (in hand)	11,811	1,41,637
Employer Provident Fund	1,437	17,244
ESI	440	5,285
Cost To Company	15,427	1,85,129
Statutory Bonus		11,000
Mediclaim		4,000
Total Cost To Company		2,00,129

Please Note:

- **Gratuity** - Applicable as per the Payment of Gratuity Act.
- **Income Tax** - Applicable as per the Income Tax Act.
- **Bonus** - As per the Bonus Act, shall be payable on annual basis & would be subject to actual earnings and successful completion of Probation.
- **Annual Compensation Review** - Shall be based on overall performance of individual & business with subject to successful completion of Probation on & before 31st January.
- **Medical Insurance** - Covered under Group Mediclaim Insurance Policy.
- **We recruit only graduate students for the post of "Business Executive"**
- **You have informed us that the final result for your graduation is awaited, which will be announced in August 2024. Hence please note your continuation of services with us is depending upon your compilation of graduation. If you fail to complete your graduation, then continuation of your services will be at the discretion of the management.**
- **In the event you leave the company within one year from the date of joining. (irrespective of your services being confirmed or not) an amount of Rs. 35,000/- shall be deducted from your final settlement as cost being incurred for your recruitment, training and induction, On/Off Job Training.**

Sincerely,

*Prakash Sharma*  
(Authorised Signatory)



Employee Acceptance:

Signature:

Date:

*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



# Advantmed

To, Sakshi Palve

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Sakshi,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



Dr. P. D. Chaudhan Page 1 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Looking forward to a long and mutually beneficial career with us.

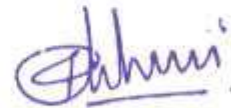
Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature: \_\_\_\_\_  
Name: Sakshi Palve  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411004

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: Sakshi Palve  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00

*(Signature)*  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof
1	Identification & Address Proof (anyone)	Passport
		Aadhar Card (Mandatory)
		Driving License
		Voter ID
2	Bank Formality (all documents compulsory)	PAN Card
		2 Passport Size Photographs
3	Education Documents (All applicable documents)	10th Mark sheet
		12th Mark sheet
		School Leaving Certificate
		Graduation: Degree / Diploma & All



Dr. P. D. Chaudhary Page 5 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
4	Work Experience Documents (Current/Last Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
4	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Back ground check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Back ground check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



Dr. P. D. Chaudhari Page 7 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I agree to release any kind of information requested by AdvantmedIndia LLP for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to AdvantmedIndia LLP. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this Background Check Disclosure, Authorization and Release and, by signing below, I authorize AdvantmedIndia LLP to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: Sakshi Palve

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Galentic Pharma (India) Private Limited**

Plot No. 5-B & 5-C, Sector III,  
Kandla Special Economic Zone,  
Gandhidham - 370 230, Gujarat  
Tel. No. : +91 2838 005800  
E-mail : info@galentic.com  
CIN : U24230MH1992PTC095829



Commitment First

**LETTER OF OFFER**

03<sup>rd</sup> August 2024

**Ms. Sanika Shelar**

D/O. Anand Shelar,  
1354, 'Kshitij', Shinde Wadi,  
Pawas, Tal- Ratnagiri,  
Maharashtra

Dear Ms. Sanika,

This has reference to your application and subsequent interview you had with us. We are pleased to offer you the post of "**Trainee Officer**" in **Production** department in our organization at our Kandla plant, Gandhidham on terms and conditions mutually agreed between us.

Your Annual salary will be as per the discussion we had with you during the time of interview and agreed by you. You may have to enter into two (2) years' service agreement with Galentic Pharma (I) Pvt. Ltd. Your probation period will be for six months. On satisfactory completion of the probation, your service shall be confirmed.

At the timing of joining you have to submit security cheque of Rs. 50,000/- on a/c of Galentic Pharma, this cheque will return back to you after completion of two years of your services with us.

You are requested to bring with you the following documents at the time of joining your duties:

1. Four passport size photographs.
2. Copies of Educational / Professional qualifications and experience certificates.
3. Relieving letter from the present employer.
4. Copy of PAN & AADHAR card.
5. Copy of permanent address proof.
6. Medical Certificate of fitness duly signed by a qualified Doctor (not less than a MBBS)
7. Bank Details

We look forward for your long & happy association with M/s. Galentic Pharma (India) Pvt. Ltd.

With best regards,

Galentic Pharma (India) Pvt. Ltd.

Acceptance:

I have read the above terms & conditions & I do hereby agree to the same and accept the offer. I will join on

1357 203108124  
Authorized Signatory

Ms. Sanika Shelar

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Corporate Office : Plot No.24-25, 1st Floor, MIDC Street No. 9, Behind Tunga Paradise Hotel, Andheri (East),  
Mumbai - 400 093, India • Phone : +91 22 6904 2400 / 6904 2401 / 2838 2233

Fax No.: +91 22 2838 2238 • E-mail : info@galentic.com

Regd. Office : 4th Floor, Samruddhi Venture Park, MIDC Central Road, Andheri (East), Mumbai - 400 093, India



# Galentic Pharma (India) Private Limited

Plot No. 5 - B & S - C, Sector III,  
Kandla Special Economic Zone,  
Gandhinagar - 370 230, Gujarat  
Tel. No. + 91 2838 888800  
E-mail info@galentic.com  
CIN UQ230MH1992PTC065825



## Salary Annexure: I

Name of Employee: Ms. Sanika Shelar


With effect from : 05/08/2024

	Monthly	Annually
Basic Salary	5,733	
Spl. Allowance 1	5,733	
HRA @ 40 % (Basic Salary+ Spl. Allowance - I)	2,911	
Spl. Allowance 2	403	
<b>Total Earnings</b>	<b>14,780</b>	<b>1,77,360</b>
Less: P.F @ 12 % (Basic Salary+ Spl. Allowance - I)	1,376	
Less: Profession Tax	200	
Add :Co.Contribution (P.F.)		16,511
Add : Bonus @ 8.33% (Basic Salary+ Spl. Allowance - I)		11,461
Mediclaime Benefit		5,250
Gratuity (As per payment of Gratuity Act, 1972)		5,733
<b>Total CTC</b>		<b>2,16,315</b>
Total Deduction	1,576	
<b>Net Home Take</b>	<b>13,204</b>	

GALENTIC PHARMA (INDIA) PVT. LTD.

READ, UNDERSTOOD & ACCEPTED

  
PLANT HEAD

  
MS. SANIKA SHELAR

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Corporate Office : Plot No.24-25, 1st Floor, MIDC Street No. 9, Behind Tunga Paradise Hotel, Andheri (East),  
Mumbai - 400 093, India • Phone : +91 22 8904 2400 / 6904 2401 / 2838 2233  
Fax No.: +91 22 2838 2238 • E-mail : info@galentic.com

Regd. Office : 4th Floor, Samruddhi Venture Park, MIDC Central Road, Andheri (East), Mumbai - 400 093, India





## AMICUS RCM SERVICES PRIVATE LIMITED

3<sup>rd</sup> Floor, Bldg. No. 20, Magnet Corporate Park, Thaltej Rd,  
Ahmedabad- 380054, Guj.

21-Aug-2024

Dear Sarvesh Kulkarni,

This has reference to the discussion you had with us. In this regard, we are pleased to offer you the position of Trainee, A based at Pune in our organization as per the agreed terms & conditions. You will report to Mayur Thakkar – Project Mana

You are requested to join duty on, but not later than 26-Aug-2024.

This offer is subject to submitting the following documents at the time of your joining:-

- Resignation & Relieving Letter of previous organizations
- Education / Professional qualification certificates
- Copy of PAN ID / PAN Number details
- Personal Identity proof (Copy of Driving License/Election Card/Passport/ Aadhar Card)
- Residential Proof (Copy of Bill – Electricity/Telephone/Mobile or Rental Agreement)
- 5 passport size photographs.
- Medical Fitness Certificate & Blood Group (Confirming no traces of any major illness or any chronic health dison the past)

The formal letter of appointment, indicating detailed terms and conditions will be issued to you at the time of your j which shall be subject to the following:

- Reference check / Background verification / No Criminal records
- Successfully Competition & Clearance of training program
- Above listed documents

You are requested to return the duplicate copy of this offer as a token of your acceptance and confirm the exact date c joining our organization.

We look forward to welcoming you to the IFedora family and wish you all the success in your new assignment with us.

For, Amicus RCM Services Private Limited

HR Department



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



# AMICUS RCM SERVICES PRIVATE LIMITED


3<sup>rd</sup> Floor, Bldg. No. 20, Magnet Corporate Park, Thaltej Rd  
Ahmedabad- 380054, Guj

Employee Name		Annexure	
DOJ		Sarvesh Kulkarni	
Designation		26-Aug-2024	
Department		Trainee	
Grade		Authorization	
Location		A	
CTC WEF		Pune	
		254040	21170

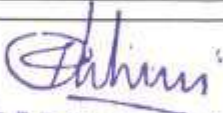
  

Particulars	Amount Annual	Amount Monthly
<b>Salary Payment Monthly</b>		
Basic	158808	13234
HRA	0	0
Medical Allowance	15000	1250
Education Allowance	2400	200
Conveyance Allowance	19200	1600
Deputation Allowance	175	15
Statutory Bonus	31762	2647
Gratuity	7639	637
<b>Total(A1)</b>	<b>234983</b>	<b>19587</b>
Shift Allowance	30000	2500
<b>Total Gross Salary (A1+A2)</b>	<b>264983</b>	<b>22087</b>
<b>Company Contribution</b>		
Employer PF Contribution (12% of Basic)	19057	1588
Employer ESIC Contribution (3.25% of Gross)	0	0
<b>Total Company Contribution (B1)</b>	<b>19057</b>	<b>1588</b>
<b>Total CTC (A1+B1)</b>	<b>254040</b>	<b>21170</b>
<b>Standard Deduction</b>		
Employee PF Contribution (12% of Basic)	19057	1588
Employee ESIC Contribution (0.75% of Gross)	0	0
Professional Tax	2500	208
<b>Total Deduction (B2)</b>	<b>21557</b>	<b>1796</b>
<b>Net Salary</b>	<b>243426</b>	<b>20286</b>

\*Income Tax is applicable as per rule  
\*Management reserves the right to restructure your salary if required  
\*Shift allowance is on the basis of your allotted shift  
For Amicus RCM Services Private Limited

  
HR Department



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





## GRG HEALTH

03-June-2024

Dear **Sayali Nagre**,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
Human Resources  
GRG Health

Accepted By

Ms.Sayali Nagre



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

### Crowman Research & Consulting Private Limited



**Pune**  
1103/1104, 11th Floor, Teerth Technospace Baner,  
Bangalore Mumbai Highway, Pune 411045  
CIN: U74140RN2015PTC215342

**Gurugram**  
Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

**macy**  
[www.grgonline.com](http://www.grgonline.com)

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Strictly confidential and proprietary not be distributed without written consent from authorized personnel at GRG Health

Salary Annexure

Annexure A COMPENSATION DETAILS		
Name	Ms. Sayali Nagre	
Designation	Quality Analyst	
Effective Date	10-June-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
Total Compensation	24,167	2,90,000
Annual Variable	-	40,000
Total Annual CTC	24,167	3,30,000
<b>Deduction</b>		
State wise - PT	200/300	2,500
Net Compensation	23,967	3,27,500

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.

**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.

I have understood the above distribution of salary.

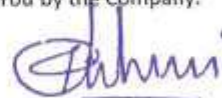
Ms.Sayali Nagre



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Additional Terms of employment:**

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (if communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Employee Benefits:**

- Medicaïm benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "Dr. P. D. Chaudhari".

**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

03-June-2024

Dear **Sayali Nagre**,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June- 2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

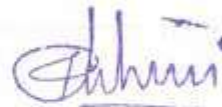
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2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
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5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
**Human Resources**  
**GRG Health**



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Accepted By

Ms. Sayali Nagre



**Growman Research & Consulting Private Limited**

**Pune**

1103/1104, 11th Floor, Teerth Technospace Baner,  
Bangalore Mumbai Highway, Pune 411045

CIN: U71404PN2015PTC215342

**Gurugram**

Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

[www.grgonline.com](http://www.grgonline.com)

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Salary Annexure

Annexure A COMPENSATION DETAILS		
Name	Ms. Sayali Nagre	
Designation	Quality Analyst	
Effective Date	10-June-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
<b>Total Compensation</b>	<b>24,167</b>	<b>2,90,000</b>
<b>Annual Variable</b>	-	40,000
<b>Total Annual CTC</b>	<b>24,167</b>	<b>3,30,000</b>
<b>Deduction</b>		
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>23,967</b>	<b>3,27,500</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

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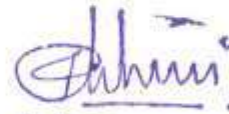
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2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

Ms.Sayali Nagre

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Additional Terms of employment:**

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (if communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.

A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



# Advantmed

To, Sayali Shinde

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Sayali,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



  
Dr. P.D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 1 of 8

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



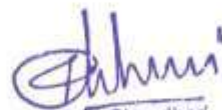
Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

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

Name: Sayali Shinde

Date: Thursday, 15 August 2024



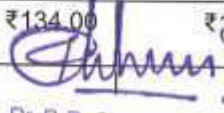
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1**  
**COMPENSATION DETAILS**

Name of Employee: Sayali Shinde  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



  
 Dr. P. D. Chaudhari Page 3 of 8  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly ).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 4 of 8

**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof				
1	Identification & Address Proof (anyone)	<table border="1"> <tr><td data-bbox="775 954 1289 1021">Passport</td></tr> <tr><td data-bbox="775 1021 1289 1088">Aadhar Card (Mandatory)</td></tr> <tr><td data-bbox="775 1088 1289 1155">Driving License</td></tr> <tr><td data-bbox="775 1155 1289 1218">Voter ID</td></tr> </table>	Passport	Aadhar Card (Mandatory)	Driving License	Voter ID
Passport						
Aadhar Card (Mandatory)						
Driving License						
Voter ID						
2	Bank Formality (all documents compulsory)	<table border="1"> <tr><td data-bbox="775 1218 1289 1319">PAN Card</td></tr> <tr><td data-bbox="775 1319 1289 1391">2 Passport Size Photographs</td></tr> </table>	PAN Card	2 Passport Size Photographs		
PAN Card						
2 Passport Size Photographs						
3	Education Documents (All applicable documents)	<table border="1"> <tr><td data-bbox="775 1391 1289 1491">10th Mark sheet</td></tr> <tr><td data-bbox="775 1491 1289 1570">12th Mark sheet</td></tr> <tr><td data-bbox="775 1570 1289 1626">School Leaving Certificate</td></tr> <tr><td data-bbox="775 1626 1289 1664">Graduation, Degree, Diploma &amp; All</td></tr> </table>	10th Mark sheet	12th Mark sheet	School Leaving Certificate	Graduation, Degree, Diploma & All
10th Mark sheet						
12th Mark sheet						
School Leaving Certificate						
Graduation, Degree, Diploma & All						



  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
4	Work Experience Documents (Current/Last Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Back ground check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Back ground check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



*(Handwritten Signature)*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I agree to the release of any kind of information requested by **AdvantmedIndiaLLP** for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **AdvantmedIndiaLLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **BackgroundCheckDisclosure,AuthorizationAndRelease** and, by signing below, I authorize **AdvantmedIndiaLLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: **Sayali Shinde**

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



A handwritten signature in blue ink that reads 'Dr. P. D. Chaudhari'.

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 8 of 8



## BOARD OF APPRENTICESHIP TRAINING (WESTERN REGION)

(An Autonomous Body Under Ministry of Education, Department of Higher Education, Government of India)



2nd Floor, Administrative Building, ATI Campus, V.N Purav Marg, Sion,  
Mumbai - 400022

Phone No: +91-22-24055635 / 24053682

Fax No: Email:

Website: <https://nats.education.gov.in/>

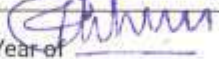


### APPRENTICESHIP CONTRACT REGISTRATION FORM

#### APPRENTICE INFORMATION

Name	Gender	Date of Birth	Age	Download
SHADAB ABDUL KADAR SHAIKH	M	28 MAY 2003	21	
Father / Mother Name	Enrollment Number	Caste		
ABDUL KADAR	AMHPU5167012	OBC		
PWD				
N				
Address for Communication	Mobile Number	Email Address	Contract ID	
RUPEENAGAR, VISHWAMALA HOUSING SOCIETY PLOT NO 29 TALWADE ROAD TRIVENI NAGAR POST OFFICE RUPEENAGAR PUNE,PUNE MAHARASHTRA,412114	9370626123	<a href="mailto:shadabshaikh2048@gmail.com">shadabshaikh2048@gmail.com</a>	CMHPUP1748128	

#### EDUCATIONAL QUALIFICATION

Name of the Institution / College /University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn	Month & Year of passing	 Dr. P. D. Chaudhari Principal Modern College of Pharmacy Nidgi, Pune - 411044
PROGRESSIVE EDUCATIONAL SOCIETYS MODERN COLLEGE OF	1131920024414	4, 2024	

PHARMACY,NIGDI,  
PUNE

Educational  
Qualification  
**BACHELOR OF  
PHARMACY -  
BACHELOR OF  
PHARMACY**

#### TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
14 JUL 2024	12 MONTHS	15000

**The apprentice would be undergoing training under section 22 (1)**

#### NAME AND ADDRESS OF THE EMPLOYER

OMNI PROTECH DRUGS PVT. LIMITED -PUNE WMHPUP000762	Bhosari I.E. S.O -	MAHARASHTRA - 411026
--	--------------------	-------------------------

We, the Employer, Apprentice hereby declare that we have read the contents of the Apprenticeship Contracts as per the Apprenticeship Rules, 1962, as amended from time to time and agree to abide by all the provisions made thereunder. We also declare that all the provisions of the Apprentices Act, 1961, as amended from time to time including those relating to Registration and Termination of Contract are binding on us. According to the apprentice, it is inferred, that the apprentice has not undergone apprenticeship training elsewhere or had work. We will impart Apprenticeship training according to the approved training module/programme.

It is requested that the Registration Number may kindly be noted in your records and the claims for the reimbursement of Government share of stipend if any, may please be sent to this office once in a quarter along with Progress Report of the apprentices in the prescribed Form Apprenticeship -3.

#### NOTE

This is system generated ACRF document. Agreeing to the terms and conditions in the workflow is as good as signing of physical contract form on mutual agreement between Student and Establishment. It has all legal binding as per the law if mutual trust is breached.

IP address of Establishment submitting this request: 103.110.242.15:62132 IP address of student accepting this request: 103.110.242.13:54644

Note: This is a computer generated report. No signature is required

  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

**TERMS AND CONDITIONS OF THE CONTRACT OF APPRENTICESHIP FOR GRADUATE AND TECHNICIAN APPRENTICES**

1. The period of training shall be one year (In the case of Sandwich students the period of the training shall be as stipulated in curriculum)
2. It shall not be obligatory on part of the employer to offer any employment to the apprentice on successfully completing the apprenticeship training in their establishment nor shall it be obligatory on part of the apprentice to accept an employment under the employer NOTE: If, however, there is a condition in the contract of apprenticeship that the apprentice shall after the successful completion of training serve the employer, the employer shall, on such completion be bound to offer suitable employment to the apprentice and the apprentice shall be bound to serve the employer in that capacity for such period and for such remuneration as may be specified in the contract subject to the approval of the Central Apprenticeship Adviser.
3. Every apprentice undergoing apprenticeship training in an establishment shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to such apprentice
4. (i) The apprentice shall abide by the rules and regulations of the establishment in all matters of conduct and discipline and safety and carry all lawful order of the employer and superiors in the establishment  
ii) The apprentice shall learn his subject field conscientiously and diligently and attend to practical and instructional classes regularly  
iii) The apprentice shall maintain a record of his work during the period of apprenticeship training in a proforma approved by the apprenticeship advisor  
iv) Where the contract of apprenticeship is terminated for failure on the part of the apprentice of carry out terms of contract, the apprentice shall refund to the employer as cost of training such as amount as may be determined by the apprenticeship advisor. In such event, the apprentice shall not be entitled to enter into another contract of apprenticeship under the act with any other employer  
(v) The contract of apprentice can be terminated without compensation payable by the apprentice  
(a) If he/she secures gainful employment (on production of copy of the appointment order) and (b) If he/she is unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of civil surgeon)  
(vi) For breach of contract by the employer, the employer shall pay compensation to the apprentice an amount equivalent to his three months last drawn stipend  
(vii) Continuance of payment of stipend shall depend on the satisfactory performance of the apprentice during the period
5. (i) The employer shall make a suitable arrangement in his establishment for imparting a course of apprenticeship training to the apprentice in accordance with the provisions for the Act and Rules made there under and with the approval of the respective Regional Central Apprentice Adviser  
(ii) Every employer is required to formulate a "Training Programme" for the training of Graduate/Technician apprentices and get it approved by the respective Regional Central Apprentice Adviser  
(iii) The employer will arrange for suitable person to be placed in charge of training of apprentices as laid down
6. (i) A Graduate/Technician Apprentice shall work according to the normal hours of work of the department in the establishment to which they are attached for training. Leaves for apprentices will be guided by the training establishments leave policy.  
(ii) The stipend of a particular month shall be paid on or before the 10th of the following month

BP P. P. Chaudhari  
Nidgii, Pune - 411044

7. Please preserve copy of the ACRF and Certificate submitted by the candidate for future reference

Print



  
Dr. P. G. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Rega Solitaire Phoenix C. S. Ltd.  
Sector-5, Building No-A-1, Millersbury Business Park,  
MDC Malape, Navi Mumbai-400110  
T: +91 22 41841438 F: +91 22 41841442  
DN: 0881016M2011PCC217513

## OFFER LETTER

Ref: LILAC/214/2024-2025

August 12, 2024

To,

**Shivam Phasale**

Congratulations Shivam Phasale,

Subsequent to your interview, we are pleased to offer you the position **Business Development Executive(Grade EM4)**, at Lilac Insights Private Limited, Mumbai

Your gross CTC will be Rs. 425004/- per annum. The detailed breakup of the salary is attached herewith in a separate annexure.

We welcome you on board at Lilac Insights and trust you will display exemplary Integrity, Excellence, Compassion, Courage and Commitment. We herewith look forward to a mutually beneficial relationship.

Warm regards

Milap Sawant  
Senior Manager - Sales HR & OD

I, Shivam Phasale, accept the offer & I will be joining on \_\_\_\_\_

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Signature



Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening



Genetic Testing  
Counselling & Prevention  
LAB Reg. No. 1106

Scientific Support



BANGALORE  
FETAL MEDICINE  
CENTRE

19A023A3-110017



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 & 302, Rama Software Processors C. S. Ltd.  
Sector-1, Building No-A-1, Milanvihar, Business Park,  
MDC Malape, Navi Mumbai-400719  
T: +91 22 41941438 F: +91 22 4194 1448  
CIN : UMS191MH2011PTC217512

August 12, 2024

Shivam Phasale

Annexure 1: Salary

Salary Break up	Monthly	Annually
Basic Salary	17709	212508
HRA	8855	106260
LTA	1771	21252
Bonus	1475	17700
Special Allowance	3,807	45684
Gross Salary	33617	403404
Add : Employer PF Contribution	1800	21600
CTC		425004

The Medical Insurance is over and above your salary and CTC

FOR LILAC INSIGHTS PVT. LTD.

Milap Sawant  
Senior Manager - Sales HR & OD



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Midgi, Pune - 411044



Prenatal Screening

**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening

**QDC**  
Centre for Disease Control & Prevention  
LAB Reg. No. 1106

Scientific Support

**BANGALORE PETAL MEDICINE CENTRE**

LWQ20-V2-119012

03-June-2024

Dear Shreyas,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
**Human Resources**  
**GRG Health**



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Accepted By

**Mr. Shreyas Mohite**



**Crowman Research & Consulting Private Limited**

**Pune**  
1103/1104, 11th Floor, Teerth Technospace Baner,  
Bangalore Mumbai Highway, Pune 411045  
CIN: U74140PN2015PTC215342

**Gurugram**  
Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

[www.grgonline.com](http://www.grgonline.com)

PUNE • GURUGRAM • SINGAPORE • NEWARK • LONDON

**Salary Annexure**

Annexure A COMPENSATION DETAILS		
Name	Mr.Shreyas Mohite	
Designation	Quality Analyst	
Effective Date	10-June-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
<b>Total Compensation</b>	<b>24,167</b>	<b>2,90,000</b>
<b>Annual Variable</b>	<b>-</b>	<b>40,000</b>
<b>Total Annual CTC</b>	<b>24,167</b>	<b>3,30,000</b>
<b>Deduction</b>		
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>23,967</b>	<b>3,27,500</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.

**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

**Mr.Shreyas Mohite**



  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



Additional Terms of employment:

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
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Nidgi, Pune - 411044



**GRG HEALTH**

**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**STRICTLY CONFIDENTIAL**

FKIPL/PUNE/HR/2024

**June 17, 2024**

**Shreyash Arun Ghuikar**

At- Hingana Vaijnath,  
Post- Nagazari, Tal- Shegaon,  
Dist- Buldhana- 444203

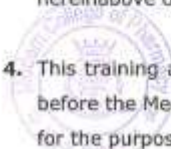
**SUBJECT: APPOINTMENT AS AN "APPRENTICE (TRAINEE)"**

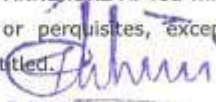
**Dear Shreyash Arun Ghuikar,**

This has reference to your application for seeking opportunity of training as apprentice under "Apprenticeship Act 1961" in our organization and the subsequent interview you had with us.


We are pleased to engage you in our organization on the following terms and conditions:  
as an **Apprentice (Trainee)-Production (Manufacturing)**.

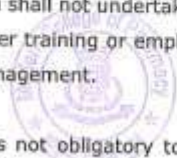
1. The training will commence from: **June 17, 2024**
2. Your apprenticeship period shall be for the period of **One Year** from the date of your commencement for the training and the same will stand automatically terminated at the end thereof. The Company however reserves the right to terminate this arrangement earlier without any notice or compensation in lieu of notice or assigning any reason thereof.
3. During the training period you will be paid stipend as per ANNEXURE A. You will not be entitled to any other remuneration, allowances, benefits and / or perquisites, except those specified hereinabove or to which you are or may be statutorily entitled.
4. This training and its continuance are subject to your **being found medically fit**. You shall appear before the Medical Officer of the Company or any Medical Practitioner nominated by the Company for the purpose of medical examination and / or for health survey from time to time.



  
Dr. P. D. Chaudhari  
Modern College of Pharmacy,  
Nigdi, Pune - 411044

5. During the training period you will be entitled to get leaves as per Apprentice Act 1961.
6. You will observe such hours of work and the time schedule, as communicated to you from time to time, depending upon the Company's priorities and exigencies of work.
7. During the period of training, you may be transferred and required to undergo training in any other department / branch / group / section / line, establishment of the Company or at any other place where the work of the Company is carried out. You shall also be liable to be transferred to such establishments, which may be newly established after your commencement of training. You will be covered by the rules and regulations, terms and conditions applicable at the place where you shall be posted / transferred / deputed.
8. You will be responsible for safe keeping and return in good condition and order of all the articles belonging to the Company, such as tools, equipment's, instruments etc. which may be in your use / custody / care. The company reserves the right to deduct money value of all such items from your stipend and / or to take such other action, as it deems proper, in the event of your failure to account for them to the satisfaction of the Management.
9. Breach of data integrity and data confidentiality may result in strict disciplinary action.
10. You should follow good documentation practices for both paper records and electronic records in order to ensure Data Integrity.
11. Please note that should you be found guilty of any misconduct, violation of Code of Conduct & if found in Breaching of Company Data, your services are liable to be terminated by way of dismissal without notice or any compensation whatsoever subject to law & / or as per the rules, if any, specified separately. The Company has right to suspend you pending charge sheet enquiry and till its final disposal, as per law or rules applicable to you.
12. You will be required to maintain a daily performance diary, regarding your engagements, achievements of day-to-day training and produce the same to your superiors as and when so required.
13. You shall not undertake to engage yourself directly or indirectly with any other stipend, in any to other training or employment or business or higher studies, without specific permission from the Management.
14. It is not obligatory to provide Transport / Canteen facilities to you, if Company provides such facilities & you opt for the same then appropriate deduction will be made from your stipend for use

  
Dr. P. D. Chaudhari  
Principal  
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Nidgi, Pune - 411044



of such facilities.

15. Your training can also be terminated, without any notice or stipend in lieu thereof, if the management finds that the particulars supplied by you either in the application form or at the time of interview are incorrect.
16. After completion of the training period, you will have no claim, whatsoever, on service or for any extension of the training period.
17. In case you wish to terminate this arrangement earlier; you have to obtain prior written permission of the company.
18. The forgoing terms and conditions are subject to variation from time to time by the Company. If you are agreeable to the above terms and conditions as an "Apprentice (Trainee)" you should sign the duplicate copy of this letter as a token of having understood & accepted the same.

Best regards,

**For Fresenius Kabi India Private Limited,**

Prepared by,

DATTATRAY  
BALAJIRAO  
NYALAMWAR  
Site Head-Human Resources

Digitally signed by  
DATTATRAY BALAJIRAO  
NYALAMWAR  
Date: 2024.06.21 09:52:42  
+05'30'

Reviewed by,

TARKES  
H GUPTA  
CHRO-South Asia

Digitally signed by  
TARKESH GUPTA  
Date: 2024.06.21  
09:52:59 +05'30'

Approved by,

PRAKASH  
SAHEBRAO PATIL  
Head-Manufacturing Operations

Digitally signed by  
PRAKASH SAHEBRAO PATIL  
Date: 2024.06.21 09:53:15  
+05'30'

Accepted by:

**Shreyash Arun Ghuikar**

Date:

Attached: Annexure - Compensation Structure



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Date : June 17, 2024

Dear Mr. Shreyash Ghulkar,

You will be entitled to emoluments as per the below structure, with effect from June 17, 2024

Employee Number :	APR633	Date of Joining :	June 17, 2024
Employee Name :	Shreyash Arun Ghulkar	Department :	Production (Manufacturing)
Designation :	Apprentice		

	Monthly	Annually
Figures in INR		
<b>Salary &amp; Allowances</b> (A)		
Basic	15,000	1,80,000
Personal Allowance	933	11,201
HRA	1,500	18,000
Conveyance Allowance	-	-
Education Allowance	-	-
Canteen Allowance	-	-
Medical Allowance	-	-
Attendance Incentive	-	-
<b>Gross Salary</b>	<b>17,433</b>	<b>2,09,201</b>
<b>Statutory Contributions</b> (B)		
Employer's Contribution ESIC	567	6,799
<b>Total Fixed Pay</b> (A+B)		<b>2,16,000</b>
<b>Total Cost to the Company</b> (C)		<b>INR 2,16,000</b>

Please return a duly signed copy of this document as an acknowledgement and your acceptance.

for **Presenius Kabi India Private Limited,**

Prepared by,

DATTATRAY  
BALAJIRAO  
NYALAMWAR

Dattatray Nyalamwar  
Site Head-Human Resources

Reviewed By

TARKESH  
GUPTA

Tarkesh Gupta  
CHRO-South Asia

Approved By

PRAKASH  
SAHEBRAO PATIL

Prakash Patil  
Head- Manufacturing Operations

Accepted with thanks,

Date :

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Offer Letter**

Dear **Shruti Gadhave**,

We are pleased to offer you the full-time position of Trainee in AR at EMPClaims. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + NSA **INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,960.00	INR 1,55,520.00
HRA	INR 7,128.00	INR 85,536.00
Special Allowance	INR 1,915.00	INR 22,980.00
Gratuity	INR 6,243.33	INR 74,920.00
Bonus Allowance	INR 1,061.11	INR 12,733.32
Sub Total (a)	INR 22,918.00	INR 2,74,910.00
PF - Employer (b)	INR 1,561.00	INR 18,732.00
Total Earnings (a+b)	INR 23,600.00	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com

Block A - 303, Balleshwar Square, Iscon Green Road, Off S.G. Highway, Near Sales India, Ahmedabad - 380015

GST: 24AAHCE4871F1ZO CIN: U82990GJ2023PTC139723

Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,581.00	INR 18,972.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
-----------------------	-------------------	---------------------

NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Shruti Gadhave state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Shruti Gadhave*

Dr. P. D. Chankhun  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 [hr@empclaims.com](mailto:hr@empclaims.com) [www.empclaims.com](http://www.empclaims.com)  
Block A- 303, Balleshwar Square, Iscon Cross Road, Off S. G. Highway, Near Sales India, Ahmedabad-380015  
GST: 24AAHCE4871F1ZO CIN: U82990GJ2023PTC139723



Ref No: 29659180  
13-Sep-2024

Siddhi Chavan



Dear Siddhi,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst** with **Cognizant Technology Solutions India Private Limited** ("Cognizant"). Your place of posting will be Pune.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **23-Sep-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **23-Sep-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

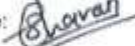
We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us:

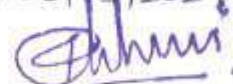
Best regards,  
For Cognizant Technology Solutions India Private Limited ("Cognizant").

Shibu Balakrishnan  
AVP – HR

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

Signature: 

Date: 23/09/2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Ref No: 29659180  
13-Sep-2024



Siddhi Chavan

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If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For Cognizant Technology Solutions India Private Limited ("Cognizant"),


  
Shibu Balakrishnan  
AVP - HR

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

Signature: 

Date: 23/09/2024



  
Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Ref No: 29659180  
13-Sep-2024



Siddhi Chavan

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Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

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We request that you join us on or before **23-Sep-2024**.

Please note:


- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **23-Sep-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

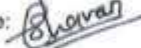
If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

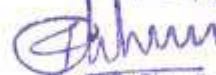
For **Cognizant Technology Solutions India Private Limited** ("Cognizant").

  
Shibu Balakrishnan  
AVP – HR

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

Signature: 

Date: 23/09/2024

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





Siddhi  
Chavan



A handwritten signature in blue ink, which appears to read "Dr. P. D. Chinchani".

Dr. P. D. Chinchani  
Principal  
Modern College of Arts & Commerce  
Warananagar, Pune - 411 004



## Genius Consultants Ltd.

Regd. & Corporate Office :

1C, 1st Floor, Synthesis Business Park, Tower at  
CBDP, Action Area - II, New Town, Kolkata - 757, INDIA  
CIN No. : U74140WB1993PLC059560  
Ph. : 987 5801 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

Date: 4<sup>th</sup> July 2024

Siddhi Sidharth Kamble

Mumbai

Sub: - Offer Letter

Dear Siddhi Sidharth Kamble,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 15<sup>th</sup> July 2024 as a Market Research Analyst.

**Any changes in the joining date will be intimated to you further base on the client communication.**

On joining you will be deputed at **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)**. You need to join on **15<sup>th</sup> July 2024**.

Your monthly gross salary will be **Rs 24294/- Only**.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)** on **15<sup>th</sup> July 2024**.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by **on or before 15<sup>th</sup> July 2024**.

**This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.**

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For Genius Consultants Ltd.

  
Anuradha Bhattacharya

Authorized Signatory

\*\*\* The above terms are agreeable and acceptable, I will join on and from





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

Regd. & Corporate Office :  
1C, 1st Floor, Synthesis Business Park, Tower at  
CBDI, Action Area - II, New Town, Kolkata - 75, INDIA  
CIN No. : U74140WB1993PLC059586  
Ph. : 007 5051 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

### ANNEXURE-1

Particulars	Monthly	Annualy
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
<b>Gross Salary</b>	<b>24294</b>	<b>291528</b>
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
<b>Net Salary</b>	<b>22284</b>	<b>267408</b>
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
<b>CTC</b>	<b>26250</b>	<b>315000</b>



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Office: BUSINESS PROCESS SERVICES  
Ref: TCSLDT20234767885/Mumbai/BPS/BTN  
Date: 19/08/2024

Ms. Siddhi Sudhir Waghule  
Indhyani Housing Society Rupeenagar Talawade Pune-411062

Dear Ms. Siddhi Sudhir Waghule,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with Tata Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. 14,160/- per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



Private and Confidential  
TCSLDT20234767885

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 40073  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Narimane Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



#### OTHER BENEFITS

**1. Health Insurance Scheme**

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

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

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

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

**2. Professional Memberships:**

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

**3. Social Security - Employees' State Insurance:**

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

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

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

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

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

**5. Night Shift Stipend:**

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

**6. Process Specific Stipend:**


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

#### TERMS OF TRAINEESHIP

**1. Traineeship Pre-requisites**

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

  
Private and Confidential  
TCSL/DT20234767885

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

2

#### **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narimán Building, Narimán Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH11995PLC084781





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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Private and Confidential  
TCSL/DT20234767885

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400078  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3399 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH11005PLC004781



**9. Notice Period:**

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

**10. Medical Test:**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.

**11. Background Check:**

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

**12. Submission of Documents:**

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

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

**13. Initial Learning Programme (ILP)**

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

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

**14. Letter of Appointment**

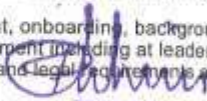
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

**15. Personal Data Processing:**

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

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



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Private and Confidential  
TCSL/DT20234767885

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wing Spring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>  
Registered Office: 9th Floor, Narimán Building, Narimán Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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



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TCSL/DT20234767885

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 5

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 52, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>  
Registered Office: 9th Floor, Narval Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC004781



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No TCSL/DT20234767885/Mumbai/BPS/BTN on \_\_\_\_\_ (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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**TCSL/DT20234767885**

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Corporate Identification No. (CIN): L22210MH1995PLC054781



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

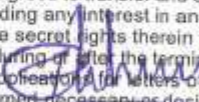
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose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



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Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

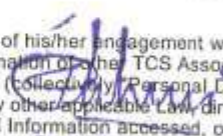
ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

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

**6. Security policies and Guidelines.**

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

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

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 8

  
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Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 01 22 6778 3300 91 226778 3399 E-mail: corporats.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084761



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

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

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

**7. 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.

**8. 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.

**9. Equitable Rights**

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC054701

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:



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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22230MH1995PLC084781

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411004



03-June-2024

Dear Sneha,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
Human Resources  
GRG Health

Accepted By

Ms. Sneha Bhusare



  
Dr. P. U. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Growman Research & Consulting Private Limited**

**Pune**  
1103/1104, 11th Floor, Teerth Technospace Baner,  
Banglore Mumbai Highway, Pune 411045  
CIN: U72400PN2015PTC215342

**Gurugram**  
Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

[www.grgonline.com](http://www.grgonline.com)

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**Salary Annexure**

Annexure A COMPENSATION DETAILS		
Name	Ms. Sneha Bhusare	
Designation	Quality Analyst	
Effective Date	10-June-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
<b>Total Compensation</b>	<b>24,167</b>	<b>2,90,000</b>
<b>Annual Variable</b>	<b>-</b>	<b>40,000</b>
<b>Total Annual CTC</b>	<b>24,167</b>	<b>3,30,000</b>
Deduction		
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>23,967</b>	<b>3,27,500</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.

**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

**Ms. Sneha Bhusare**




Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Additional Terms of employment:

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



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**Employee Benefits:**

- Mediciam benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Advantmed

To,  
Snehal Bagade

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Snehal,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

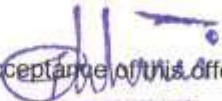
\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 1 of 8

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

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

Name: Snehal Bagade

Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal Page 2 of 8  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: **Snehal Bagade**  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
NetPay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi Pune - 411044



**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof
1	Identification & Address Proof (anyone)	Passport
		Aadhar Card (Mandatory)
		Driving License
		Voter ID
2	Bank Formality (all documents compulsory)	PAN Card
		2 Passport Size Photographs
3	Education Documents (All applicable documents)	10th Mark sheet
		12th Mark sheet
		School Leaving Certificate
		Graduation: Degree / Diploma & All

Dr. P. D. Chaudhari    Page 5 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
4	Work Experience Documents (Current/Last Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Wadi, Pune - 411044

**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who change jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Background check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Background check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



Dr. P. D. Chaudhary - Page 7 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I approve release of any kind of information requested by **Advantmed India LLP**, for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **Advantmed India LLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **Background Check Disclosure, Authorization And Release** and, by signing below, I authorize **Advantmed India LLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: Shehal Bagade

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



  
Dr. P. D. Chaudhari Page 8 of 8  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**LILAC INSIGHTS PRIVATE LIMITED™**  
Office No-301 & 302, Haps Software Processors C. S. Ltd.  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Malape, Navi Mumbai-400719  
T : + 91 22 41841438 F : + 91 22 41841444  
CIN : URB15MH02011P12217913

## OFFER LETTER

Ref: LILAC/212/2024-2025

August 12, 2024

To,

**Soham Doshi**

Congratulations Soham Doshi,

Subsequent to your interview, we are pleased to offer you the position **Business Development Executive(Grade EM4)**, at Lilac Insights Private Limited, Mumbai

Your gross CTC will be Rs. **425004/-** per annum. The detailed breakup of the salary is attached herewith in a separate annexure.

We welcome you on board at Lilac Insights and trust you will display exemplary Integrity, Excellence, Compassion, Courage and Commitment. We herewith look forward to a mutually beneficial relationship.

Warm regards

**Milap Sawant**  
Senior Manager - Sales HR & OD

I, **Soham Doshi**, accept the offer & I will be joining on \_\_\_\_\_

Signature



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening



Centre for Disease  
Control & Prevention  
LAB Reg. No. 1184

Scientific Support



**BANGALORE**  
FETAL MEDICINE  
CENTRE

LW020-V.2-118017



LILAC INSIGHTS PRIVATE LIMITED™

Office No-301 to 302, Rupa Software Park Phase C. S. Ltd.  
Sector-1, Building No-A-1, Millennium Business Park,  
MDC Malape, Navi Mumbai-400719  
T: + 91 22 41841438 F: + 91 22 41841448  
CIN: U05101MUM2011PTC217912

August 12, 2024

Soham Doshi

Annexure I: Salary

Salary Break up	Monthly	Annually
Basic Salary	17709	212508
HRA	8855	106260
LTA	1771	21252
Bonus	1475	17700
Special Allowance	3,807	45684
Gross Salary	33617	403404
Add : Employer PF Contribution	1800	21600
CTC		425004

The Medical Insurance is over and above your salary and CTC

FOR LILAC INSIGHTS PVT. LTD.

Milap Sawant  
Senior Manager - Sales HR & OD



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Prenatal Screening  
**UKNEQAS**  
LAB Reg. No. 90968

New Born Screening



Centre for Disease  
Control & Prevention  
LAB Reg. No. 114

Scientific Support



BANGALORE  
PETAL MEDICINE  
CENTRE

LVA02AM-2-132612



**PharmNXT Ekuse Pvt. Ltd.**  
705-Lodha Supremus, Building-'B'  
Kolshet Road, Thane (West) 400607  
Maharashtra, India

To,

Date: 13<sup>th</sup> August 2024

**Sohan Narendra Bharambe**  
Shri Samarth Height Housing Society,  
Plot No. RH59, Flat-C4  
Near Ganesh Temple, Sambhajinagar,  
Chinchwad, VTC: Pune City – 411019


Email: [sohanbharambe672@gmail.com](mailto:sohanbharambe672@gmail.com)  
Mobile: +91 87677 10014

**LETTER OF APPOINTMENT**

Dear Sohan,

With reference to our discussions held earlier this week, we are pleased to offer you a position in our Organization (PharmNXT Ekuse Pvt. Ltd. "the Organization") on the following terms and conditions:

- 1) Your Designation will be **Trainee Junior Executive-QC**.
- 2) You will perform such duties as are assigned to you by the Organization from time to time relating to the position in which you are now appointed and to which you may be transferred or promoted to in the future.
- 3) This letter confirms your appointment as **Trainee Junior Executive-QC** as per the terms and conditions stated in this letter.
- 4) You will be paid compensation as per **Annexure I**.
- 5) Your services will be governed by existing service rules & regulations and as may be amended from time to time.
- 7) You will devote your time exclusively to the Organization's business affairs and use your best endeavors to promote the interests of the Organization. During your employment at the Organization, you will not become directly or indirectly engaged or interested in any other business or occupation.
- 8) You will observe strict secrecy regarding any information concerning the Organization or its activities and will treat as confidential all processes, activities, data, plans or any other information that may have become known to you in the course of your duties.
- 9) Your employment can be terminated by the Organization without any notice or payment of any kind in lieu of notice if,
  - a) You are found indulging in any act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or other misconduct or neglect of duty or incompetence on your part in the discharge of your duties or the breach on your part of any of the terms, conditions or stipulations contained in this letter or a violation on your part of any of the Organization's service rules & regulations; or
  - b) You are adjudged an insolvent or applying to be adjudged an insolvent or making a composition or



P. P. D. Chaudhari  
Principal  
Modern Pharmacy  
Nidgi, Pune - 411044



**PharmNXT Ekuse Pvt. Ltd.**  
705-Lodha Supremus, Building-'B'  
Kolshet Road, Thane (West) 400607  
Maharashtra, India

arrangement with your creditors or are held guilty by a competent court for any offence involving moral turpitude.

- 10) Subject to the right of the Organization to terminate this employment in accordance with clause 9, here mentioned, this employment may be terminated by the Organization, after giving two months' notice in writing or emoluments in lieu thereof.
- 11) You may also choose to terminate this employment, provided you give **two months'** notice in writing to the Organization. In case, you cease to attend to your duties without adequate notice, the Organization will be entitled to take action as it deems fit and recover money equivalent to or more than the emoluments in lieu of any short notice.
- 12) The nature of the services rendered by the Organization is fast changing, resulting in redundancy / obsolescence of jobs/functions. At such times, it may become expedient to dispense with the services of any employee, including yourself. It shall be the endeavor of the Organization, to retrain and upgrade the skills of the employees wherever feasible, for effective utilization, in the same location, or any other location, failing which, your services are liable to be dispensed with by the Organization, after giving requisite notice as mentioned in clause 10 above.
- 13) Upon the termination of your employment with the Organization, due to whatsoever reason, you will promptly return to the Organization all the documents, files, notes, lists, computer, computer disks, recordings, print-outs, drawings, and the like including without limitation, any materials reflecting or containing confidential information, that are in your possession or under your control, that relate to the operations and business of the Organization. You shall not be entitled to retain any duplicates or summaries of or notes on any of the foregoing.
- 14) Upon the termination of your employment with the Organization, due to whatsoever reason, you will promptly return to the Organization the tools which you are provided.
- 15) As agreed, your date of joining is expected to be **August 20<sup>th</sup>, 2024**. You will be required to submit one latest passport size photograph and two stamp size photographs, testimonials towards your qualification and experience, certificate from your last employer and last payslip for last salary drawn from the previous employer along with the relieving letter from the previous employer (if applicable).
- 16) The retirement age in the Organization is 58 years. The same may be extended at the discretion of the Management. The date of birth as given by you in the Application/Testimonials and admitted by the Organization is **April 10<sup>th</sup> 2002**. The same in no circumstances shall be allowed to be altered, which you may please note.
- 17) The normal working hours of the Organization are 8.30 hours in the morning till 5.30 hours in the evening from Monday to Saturday with one hour of lunch time between 12.30 hours noon till 1.30 hours (1 hour) in the afternoon. The Organization would have 12 Holidays in a Year as declared in the last calendar month of the preceding year. You will be entitled to a total of 12 Privilege Leaves, 5 Casual Leaves, 8 Sick leave and all other benefits as per the policy.
- 18) As an employee of PharmNXT Ekuse Pvt. Ltd., you will be eligible for our insurance benefits program and other benefits which will be described in more detail later.
- 19) The first Six months of your employment shall be a probationary period, based on your performance review, management may decide to cut short or extend this probationary period. If your performance is found

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy





**PharmNXT Ekuse Pvt. Ltd.**  
705-Lodha Supremus, Building - 'B'  
Kolshet Road, Thane (West) 400607  
Maharashtra, India

satisfactory to the management upon Six months, your employment will be confirmed. If your performance is found unsatisfactory during the probation period, management may decide to terminate your employment with a maximum notice period of Four weeks.

If you agree with the foregoing, please do indicate by signing and returning one copy of this letter, whereupon this letter will constitute our agreement with respect to this subject matter hereof.

We take this opportunity of welcoming you to the Organization and wish you a long and fruitful association with us.

Thanking you,

Yours faithfully

For PharmNXT Ekuse Pvt. Ltd.

Prakash Jakune

General Manager

PharmNXT Ekuse Pvt. Ltd.

Acceptance Clause: - I have understood the terms and conditions of the above letter of offer of employment and hereby give my acceptance of the same.

Signature of Acceptance

Name: Sohan Bharambe

Place:

Date:



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

ANNEXURE I

**Details of Compensation to be paid for Employment Services:**

You will be paid a gross salary which will be as follows

Particulars	Salary Details (INR)
Basic Salary	
House Rent Allowance (HRA)	11,000
Leave Travel Allowance (LTA)	8,800
Other Allowances	1,600
	600
	<b>22,000</b>
Provident Fund by Employer (12% of Salary other than HRA)	1,584
Annual Bonus (Equivalent to 1 month Basic Salary)	11,000
Annual Gratuity Contribution (15/26 of 1 month Basic Salary)	6,346
Annual CTC (INR)	<b>3,00,354</b>

\* Income Tax, if applicable will be calculated based on the submission of provisional certificates/receipts and Tax will be deducted at source from the above income at the applicable tax rates set by the government of India

You must also note that any Statutory Deductions required to be made including Income Tax, Profession Tax or any other statutory deductions would be deducted from the above amount as may be applicable.

Signature of Acceptance

Name: Sohan Bharambe

Place:

Date:



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Offer Letter

Dear **Srushti Phand**,

We are pleased to offer you the full-time position of **Trainee in AR** at **EMPClaims**. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + **NSA INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,980.00	INR 1,55,760
HRA	INR 7,139.00	INR 85,668
Special Allowance	INR 194.50	INR 2,334
Gratuity	INR 624.33	INR 7,492
Bonus Allowance	INR 1,081.17	INR 12,974
Sub Total (a)	INR 22,019.00	INR 2,64,228.00
PF - Employer (b)	INR 1,981.00	INR 23,772.00
Total Earnings (a+b)	INR 23,600.00	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30996 Ph: 079 4800 6181

hr@empclaims.com

Dr. P. D. Chaudhari  
Principal  
MCO College of Pharmacy  
Nidgi, Pune - 411044

Block-A-302, Balleshwar Square, Iscon Cross Road, Off S-G Highway, Near Salsbe India, Ahmedabad-380015

GST: 24AAHCE4871F1Z0

CIN: U82990GJ2023PTC139723

Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,581.00	INR 18,972.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
-----------------------	-------------------	---------------------

NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Srushti Phand state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

EMPClaims Pvt. Ltd. | Medical Billing Services Company

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com  
Block A- 303, Balleshwar Square, Iscon Cross Road, Off S. G. Highway, Near Sales India, Ahmedabad-380015  
GST: 24AAHCE4671F1ZO CII: U82990GJ2023PTC139723

TMPCON072443935

Model Contract of Apprenticeship Training for Major/Minor\* Apprentices

1. Name and Registered Address of Establishment : OMNI PROTECH DRUGS PVT.LTD (E10212700197)
- Web Telephone no. & E-mail address : C-4-13,FUNCTIONAL ELECTRONIC ESTATE MIDC,  
PUNE,Pune, Maharashtra
- : 020-66306834  
: hplia@omni.co.in
2. (i) Name of Apprentice (Block Letters) : SUDHIR GIBERLAL GAIKWAD (A072472619)  
(ii) Father's/Mother's/Spouse's Name : GIRIDHAR
3. Address of apprentice : At Post Bhatsangvi ta Kalamh,Dist Dharwad  
: brv, Maharashtra, 413507, Dharwadky  
: Dharwad, Maharashtra
4. Gender : Male
5. Date of Birth : 14-04-2002
6. (i) Whether belongs to SC/ST/OBC/PwD/ Minority : No  
(ii) Name of the Category : General
7. Educational Qualification (Highest) : Graduate - B.Pharma
8. (i) Category of Apprenticeship : Optional  
(ii) Name of the trade for which Apprentice is training : Chemist - Production (Pharma, Cosmetics & Biologics)- A P 1 / Excipient  
Manufacturing
9. Apprenticeship Training duration (Total) : 360 Days  
(i) Duration of Basic Training : 2 Weeks  
(ii) Period of On-the-Job Training : From 13-07-2024 to 07-07-2025
10. Apprenticeship Training Location : OMNI PROTECH DRUGS PVT.LTD.  
(i) Name and address of facility where Basic Training is  
to be provided : N/A  
(ii) Name and address of the facility where On-the-Job  
Training is to be provided : OMNI PROTECH DRUGS PVT.LTD  
OMNI PROTECH DRUGS PVT.LTD.  
Pune  
Maharashtra
11. (i) Date of execution of contract : N/A  
(ii) Age of Apprentice on the date of execution of contract : 22 years, 2 months and 26 days
12. Is the establishment opting for benefits under NAPS\*? : Yes  
\*If yes, Annexure 2 to this contract will also be applicable.



**\*For DBT cases- Partial stipend support by the Government of India under NAPS will be limited to 25% of the stipend paid, upto a maximum of Rs. 1500 per month per apprentice during the apprenticeship training period.**

**For Non-DBT cases- Full stipend will be paid by the employer**

13. Monthly stipend amount



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Year of training	Total stipend amount (In Rs.)	Break up of total stipend amount (In Rs.)	
		Employer's share out of total	Government of India's share out of total (25% of stipend paid upto a maximum of Rs. 1500 per month per apprentice)
(a) During 1st year of training	15000	13500	1500
(b) During 2nd year of training	N/A	N/A	0
(c) During 3rd and 4th year of training	N/A	N/A	0

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rules, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentices.

14. (a) Name and Address of Guardian in case Apprentice is under 18 years of age (Minor) : N/A  
 (b) Relationship with the Apprentice : N/A

15. (a) Whether Apprentice was identified through approved Third Party Aggregator : No  
 (b) Name of TPA (if applicable) : N/A


16. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.

17. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time.

18. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.

19. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).

20. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS), if applicable.

  
 Signature of the Employer with seal

Signature of Apprentice

Signature of Guardian



  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044

FOR OFFICE USE ONLY

Contract Registration No. : TMPCON072443835  
(To be given by the Office of the Apprenticeship Adviser)  
(Mandatory only for Registered Trades)

Signature of Registering Authority  
(Apprenticeship Advisor)  
(Registration required for Designation trade only)



A handwritten signature in blue ink that reads "Dr. P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

### Annexure 1 Contract of Apprenticeship Training

50<sup>th</sup> provisions of the Apprenticeship Rules relating to the Contract of Apprenticeship Training are reproduced below for sake of convenience.  
Both the Establishment and Apprentices have read and are bound by the provisions of the directions in force read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992, which will apply to this Contract of Apprenticeship

1. The stipend for a particular month shall be paid by the tenth day of the following month. No deduction shall be made from the stipend for the period during which an apprentice remains on casual leave or medical leave. Stipend shall, however, not be paid for the period for which an Apprentice remains on extraordinary leave.
2. Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the Contract (as notified under the Apprenticeship Rules, 1992), he shall pay to the apprentice compensation as determined by Apprenticeship Advisor.
3. In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and condition of the contract (as notified under the Apprenticeship Rules, 1992), the apprentice hereby guarantees to employer the payment of such amount as determined by the Apprenticeship Advisor as and towards the cost of training.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Annexure -2 | Covenants and conditions specific to NAPS scheme

1. For availing benefit under NAPS scheme, the course under which apprenticeship training is being provided, should be NSQF aligned.
2. Assessment and Certification shall be done jointly by the establishment and SSC/NCVT/ other bodies as notified from time to time under NAPS guidelines.
3. The Establishment warrants and confirms that they have studied, understood and agree to comply with the guidelines that are applicable to Establishments that are part of the NAPS scheme. These guidelines are published at (<https://www.apprenticeshipindia.gov.in>) and may be updated from time to time.



*Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**KOLLECTCARE PRIVATE LIMITED**

CIN:U18101PN2021PTC206811

**REGISTERED OFFICE: SR NO. 103, 1102/1103/1104 Teerth Technospace, Baner, Pune. MH  
411045**

EMAIL:- [Grpgroup.finance@grgonline.com](mailto:Grpgroup.finance@grgonline.com)

27-May-2024

Dear Sukanya,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Pharma E-Sales Associate** in our Company. You shall be based out of Pune location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **17-June-2024**.
2. Submission of all your required certificates and documents.
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License).
2. Work experience certificates of all the past employments (if applicable).
3. Resignation letter duly signed & accepted by your last employer (if applicable).
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable).
6. Two passport size photographs (white background).
7. PAN card.
8. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,

**Human Resources  
Kollectcare Private Limited**

Accepted by

**Ms. Sukanya Vyavahare**



**Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044**

**KOLLECTCARE PRIVATE LIMITED**  
CIN:U18101PN2021PTC206811  
**REGISTERED OFFICE: SR NO. 103, 1102/1103/1104 Teerth Technospace, Baner, Pune. MH**  
**411045**  
EMAIL:- [Grggroup.finance@grgonline.com](mailto:Grggroup.finance@grgonline.com)

Salary Annexure

Annexure A COMPENSATION DETAILS		
Name	Ms. Sukanya Vyavahare	
Designation	Pharma E-Sales Associate	
Effective Date	17-June-2024	
Monthly CTC (Fixed)	20,000 (Before tax)	
Annual CTC (Fixed)	2,40,000(Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA	4,438	53,250
Other Allowance	-	-
<b>Total Compensation</b>	<b>19,438</b>	<b>2,33,250</b>
<b>Retirement Benefits:</b>		
Employers contribution for ESIC	563	6,750
<b>Sub Total ( B )</b>	<b>563</b>	<b>6,750</b>
Gross Compensation including retirals	20,000	2,40,000
<b>Annual Variable</b>		<b>60,000</b>
<b>Performance Bonus</b>	-	<b>50,000</b>
<b>Total Annual CTC</b>	<b>20,000</b>	<b>3,50,000</b>
<b>Deduction</b>		
Employees contribution for ESIC	563	6,750
Employers contribution for ESIC	38	450
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>19,200</b>	<b>3,40,300</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500(Twenty-Five Hundred Only).

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi-Monthly review with Your supervisor).

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.

I have understood the above distribution of salary.

Ms. Sukanya Vyavahare



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Wiltji, Pune - 411044

**KOLLECTCARE PRIVATE LIMITED**

CIN:U18101PN2021PTC206811

**REGISTERED OFFICE: SR NO. 103, 1102/1103/1104 Teerth Technospace, Baner, Pune. MH  
411045**

EMAIL:- [Grggroup.finance@grgonline.com](mailto:Grggroup.finance@grgonline.com)

**Additional Terms of employment:**

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Saturday.
4. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost, and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
5. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.

**Employee Benefits:**

- Company Uber account facility (Post Probation Period Confirmation);
- Flexible leave policy (as per company standard leave policy);
- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Free medical E-Consultation through Tattvan E-Clinics.



*P. D. Chaudhari*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Mitgi, Pune - 411044

30-April-2024

Dear Swamini,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **20-May-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
Human Resources  
GRG Health

Accepted By

Ms. Swamini Dhere



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Crowman Research & Consulting Private Limited**

**Pune**

1103/1104, 11th Floor, Teerth Technospace Baner,  
Bangalore Mumbai Highway, Pune 411045  
CIN: U74140PN2015PTC215342

**Gurugram**

Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

[www.grgonline.com](http://www.grgonline.com)

Salary Annexure

Annexure A COMPENSATION DETAILS		
Name	Ms. Swamini Dhere	
Designation	Quality Analyst	
Effective Date	20-May-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
<b>Total Compensation</b>	<b>24,167</b>	<b>2,90,000</b>
Annual Variable	-	40,000
<b>Total Annual CTC</b>	<b>24,167</b>	<b>3,30,000</b>
<b>Deduction</b>		
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>23,967</b>	<b>3,27,500</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.


**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.


Ms. Swamini Dhere

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Additional Terms of employment:**

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





## Genius Consultants Ltd.

Regd. & Corporate Office :  
1G, 1st Floor, Synthesis Business Park, Tower at  
CBD1, Action Area - II, New Town, Kolkata - 757, INDIA.  
CIN No.: U74140WB1993PLC059588  
Ph. : 6607 5801 - 02  
E-mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

Date: 4<sup>th</sup> July 2024

Gayatri Yogesh Dephe

Mumbai

Sub: - Offer Letter

Dear **Gayatri Yogesh Dephe,**

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from **15<sup>th</sup> July 2024** as a **Market Research Analyst**.

**Any changes in the joining date will be intimated to you further base on the client communication.**

On joining you will be deputed at **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)**. You need to join on **15<sup>th</sup> July 2024**.

Your monthly gross salary will be **Rs 24294/- Only**.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)** on **15<sup>th</sup> July 2024**.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by **on or before 15<sup>th</sup> July 2024**.

**This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.**

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For **Genius Consultants Ltd.**

Authorized Signatory

\*\*\* The above terms are agreeable and acceptable. I will join on and from



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

Regd. & Corporate Office :  
10, 1st Floor, Synthesis Business Park, Tower at  
CBD/1, Action Area - II, New Town, Kolkata - 75, INDIA.  
CIN No. : U74140WB1903PLC009588  
Ph. : 9697 5801 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

### ANNEXURE-1

Particulars	Monthly	Annually
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
<b>Gross Salary</b>	<b>24294</b>	<b>291528</b>
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
<b>Net Salary</b>	<b>22284</b>	<b>267408</b>
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
<b>CTC</b>	<b>26250</b>	<b>315000</b>



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

Regd. & Corporate Office :  
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CBD1, Action Area - II, New Town, Kolkata - 757, INDIA.  
CIN No. : U74140WB1993PLC098588  
Ph. : 6607 5001 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

Date: 4<sup>th</sup> July 2024

**Harshada Sunil Tandale**

Mumbai

Sub: - Offer Letter

Dear Harshada Sunil Tandale,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 15<sup>th</sup> July 2024 as a Market Research Analyst.

**Any changes in the joining date will be intimated to you further base on the client communication.**

On joining you will be deputed at **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)**. You need to join on **15<sup>th</sup> July 2024**.

Your monthly gross salary will be **Rs 24294/- Only**.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)** on **15<sup>th</sup> July 2024**.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by **on or before 15<sup>th</sup> July 2024**.

**This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.**

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For **Genius Consultants Ltd.**

  
Shri. Anil Bhatnagar

Authorized Signatory

\*\*\* The above terms are agreeable and acceptable. I will join on and from





Dr. P.D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

### Regd. & Corporate Office :

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CIN No. U74140WB1993PLC059588  
Ph. : 9607 5801 - 02  
E-mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

### ANNEXURE-1

Particulars	Monthly	Annually
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
Gross Salary	24294	291528
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
Net Salary	22284	267408
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
CTC	26250	315000



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Witaji, Pune - 411044

VHPL/HR/ LOA/2024

**LETTER OF APPOINTMENT & TERMS OF EMPLOYMENT**

Name of the Employer: **VITAMYSTIC HEALTHCARE PVT. LTD.**  
Name of the Employee: **Ms. Ishwari Masram**  
Address of the employee: **Sainath Nagar, Thergadn, Chinchwad, pin-411033**

Dear Ms. Ishwari Masram

With reference to your application and the subsequent interview, you had with us, we are pleased to appoint you as a Business Executive – B.E. in our organization with effect from 05<sup>th</sup> August 2024. You will be reporting to Regional Sales Manager, Pune.

Your appointment is subject to the terms and conditions contained herein below and the terms set out in Annexure 'A' enclosed herewith: -

**1. PROBATION:**

The period of probation will be 6 (six) months with effect from your date of joining, which can be extended if deemed necessary at the sole discretion of the management.

**2. CONFIRMATION:**

On completion of the Probation period, you shall not become permanent automatically, for that you are required to apply in writing to the management for confirmation. On receipt of your letter and after going through your records in consultation with your superiors, the management may, at its sole discretion, either extend your probation for the period it may deem fit or decide to confirm you as a permanent employee or consultant on basis of your work. You will not be deemed to be permanent in the services of the company unless you are so confirmed in writing.

**3. SALARY, PERQUISITES AND ALLOWANCE DURING PROBATION PERIOD:**

During the probation period, you will be eligible for Rupees Two Lakh One Hundred Twenty-Nine per annum, to be broken up into various subheads as per Annexure 'B' attached. All information regarding your remuneration and terms of employment are confidential and you shall not divulge any content to any company employee except to your appropriate superior authorities. Field allowance eligibility is as per prevailing policy.

**4. SALARY, PERQUISITES AND ALLOWANCE ON CONFIRMATION:**

- i. Your salary is fixed based on the assessment of your performance.
- ii. Allowances (Daily allowances and other field allowances) are fixed and eligibility is as per prevailing policy for which you can reach out to your concerned management.



  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044  
(Signature of employee)

5. **INCREMENTS:**

The performance appraisal process will be applicable as per the eligibility. The increment will depend on the discretion of the Management and particularly on various factors like general behavior, aptitude for the job, efficiency shown, conduct towards superiors, attendance and results achieved etc. Kindly note that the Management reserves its right to not give any appraisal any year for reasons it may deem appropriate.

6. **FARE:**

In case you are required to travel outside your work location, the fare payable to you will be as per Standard Fare Chart (S.F.C.) and travel fare policy of the Company which will be communicated to you by a separately.

7. **AREA OF ACTIVITY AND TRANSFER:**

Your head quarter will be at PCMC. You are liable to be transferred to the area assigned to you by the Management and / or such other territories anywhere in India as the Management may, from time to time, deem necessary at their sole discretion. Further, Management reserves the right to place/ transfer you temporarily/ permanently in any department/ office or subsidiaries or associate companies of VITAMYSTIC HEALTHCARE PVT. LTD. at its discretion from time to time. Your refusal for such transfer will be considered as your unwillingness to serve the Company and in such case Management will be free to terminate your services by giving 30 days' notice or salary in lieu thereof.

You may be required to attend Mumbai office or any other Head Quarters from time to time either for instructions or for any other official purpose or to attend meetings arranged at anywhere in India and you will not refuse to do so. In such cases, you will be paid travelling expenses by shortest route and daily allowances as per Clause 4 - II herein above.

8. **CHANGE IN THE ADDRESS:**

In case of any change in your address for communication during the course of your employment with the Company and whenever necessary, it shall be your duty to intimate the same in writing within 3 days from the date of such change. All the communication sent by the Company at the last given address shall be deemed to have been received by you at the correct address.

9. **LOSS IN LIEN:**

If your frequent absenteeism, without leave and without prior written permission is reported and/or observed by the management, the Management will be entitled to exercise its discretion to remove the lien on your appointment unless you explain to the satisfaction of the Management about the grounds of your inability to resume your duty with sufficient proof.

It is expressly agreed that the Management will be the sole judge about the explanation that may be tendered by you in this respect as to whether the same is beyond the period of leave originally granted, or subsequently extended, you are liable to lose your lien on your appointment unless you return within 8 (eight) days of the expiry of the sanctioned leave and explain to the satisfaction of the Management your inability to resume duty immediately on expiry of your leave, but in case also the Management will be the sole judge to decide the validity of your explanation.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

(Signature of Employee)

**10. RESIGNATION:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

On your confirmation if you are desirous of leaving the service, you shall give one-month notice in writing to the Company. If you leave the service without giving one month's notice, the Company shall be entitled to deduct, one month's salary for the dues payable to you and also the loss, if any, which the Company has suffered or is likely to suffer on account of your abruptly leaving the Company. In case of resignation tendered by you, you will not be relieved of your duties unless your resignation has been accepted in writing by the Company and unless you hand over the complete charge of your job as well as all the material, articles, and things belonging to the Company that may have come in your possession during your employment, to the Management or the superiors concerned or to whomsoever the Management authorize. Also, you have to submit N.D.C. of company authorized stockiest in your Territory.

**11. LEAVE & HOLIDAYS:**

You will be entitled to earned leave and sick leave as per the Leave Policies of the company.

As regards Holidays and other leaves are concerned, you will be entitled to the said facilities as per the policies of the Company.

**12. GENERAL:**

- a) You shall devote your whole time and attention exclusively to on the job of the Company and you shall neither take up other part time nor full time work, whether for remuneration, or not, or whether during working hours or not or during leave, holidays etc, nor you will engage yourself in any other business of your own or as an agent for others.
- b) You will maintain during the subsistence of your employment and thereafter complete secrecy with regard to the Company's affairs and shall not disclose to any person or persons any of the Company's trade secrets or any information regarding the Company's activities.
- c) You will be bound to carry out the orders issued to you by Mumbai office or your supervisors (if appointed) from time to time and to work for the Company or with any sister or associate concern or companies, whether existing at present or which may come into existence in future and in the event of the constitution or the structure of the Company undergoing any transformation such firm or company, as the case may be, you will also work and canvas for the products of the company as well as the other companies for which the Company obtain Distribution, Selling or Propaganda Rights or as per discretion and orders of the Company.

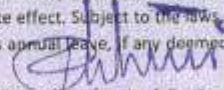
**13. TERMINATION OF SERVICES:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

However, after confirmation, the company may terminate your services by giving you 30 days' notice in writing or salary in lieu thereof in case termination is with immediate effect. Subject to the laws and rules in force, the Company will have a right to determine such notice as annual leave, if any deemed accrued to you and ask you to proceed on leave forthwith.

Your services are liable to be terminated or dispensed with immediate effect for the following amongst other acts:

- i. **MEDICAL FITNESS:** During the tenure of your regular services, in case the Management feels that you are physically or mentally unfit to be continued in the employment, you will be



Dr. P. D. Chaudhari

Dr. P. D. Chaudhari, (Pharmacist)  
Nidgi, Pune - 411044  
(Signature of Employee)

1



subjected to medical examination by the doctor appointed by the Company for the purpose. If you are found medically unfit to be continued, on receipt of such report, the Management will be free to terminate your services by giving one month's notice in writing or one month's salary in lieu thereof. Your refusal to get examined by the Doctor of the Company's choice will give the Management a right to terminate the contract of service as aforesaid

- II. If it is found at any time during the tenure of your employment that any of the information furnished by you to the Management at the time of your appointment or any time thereafter is incorrect or false.
- III. If at any time because of your acts or omissions in connection with your duties, employment, business of the company etc, the Management loses the confidence in you.
- IV. If you are convicted for any act committed by you or if you are arrested for any act involving turpitude.
- V. If you are found committing breach of this agreement.
- VI. If you are found to be suffering from any contagious diseases.
- VII. If you are found making statements orally or in writing or allegation against the Company, its Directors or Executives knowing the same to be false which in the opinion of the Management will have the effect of lowering the prestige of the Company, its Directors or Executives.
- VIII. If you are found engaged in any other business, trade or profession during your employment with the Company in your own capacity or in association with other person or persons, whether such activities conflict with the interest of the Company or not.
- IX. If you are unable to fulfill the sales target which will be fixed keeping in view the practical and average rise in turnover of the products of the Company.

You are liable to disciplinary action in accordance with law, as may be applicable, if you are reported to have committed any misconduct.

In case you are suspended for any misconduct or such acts which are similar to misconduct in the opinion of the Management in which case you will not be entitled to any salary and allowances during the period of your suspension.

The Director of the Company or any other authorized person on behalf will have a right to issue the necessary order including the order of termination to you.

#### 14. CONFIDENTIALITY:

In connection with your engagement with Company, you may receive, produce, or otherwise be exposed to Company's trade secrets, business, proprietary and/or technical information, including, without limitation, business plans or projections, hardware and software designs or engineering techniques, software including listings, source code, screen formats and flow charts, discoveries, inventions (whether patentable or not), know-how, show-how, research plans and projects, pricing policies, cost information, supplier and customer lists and contracts, manufacturing techniques, applications and service policies, financial and sales performance data, personnel information, and all derivatives, improvements and enhancements to any of the above (including those derivatives, improvements and enhancements that were created or developed by you during your tenure of employment). In addition to all information Company receives from others under an obligation of confidentiality (individually and collectively "Confidential Information"), Confidential Information shall also include all other information considered to be confidential by the Company and all information, which has not been made public.

You acknowledge that the Confidential Information is the sole, exclusive and extremely valuable property of the Company. Accordingly, you agree not to reproduce any Confidential Information without

Dr. P. D. Chaudhari  
Principal  
Modern College Pharmacy  
(Signature of Employee)



P



Company's prior written consent, not to use the Confidential Information except in the performance of your service, and not to divulge all or any part of the Confidential information in any form to any third party, either during or after the tenure of your service. Upon your termination of service, you shall cease using and return to Company all whole and partial copies and derivatives of the Confidential Information in your possession.

**15. AGE OF RETIREMENT:**

Age of retirement from the services will be 58 years. Your date of birth as per our record is 12/12/2001 which has been collected from the legal identity and address proofs submitted by you.

**16. JURISDICTION:**

You will be governed by the Office at Mumbai, which will have ultimate control on all your activities. Your salary will be deemed to have been paid at Mumbai and for all the purposes your appointment also will be deemed to have been made at Mumbai. In case of any dispute /grievance arising out of employment under this Appointment the same shall be mutually discussed and settled, failing which the courts at Mumbai shall have exclusive jurisdiction.

In token of having accepted the above terms of service, you are requested to sign on the duplicate copy of this letter and return the same.

We wish you a long and successful career with us.

Yours sincerely,  
For VITAMYSTIC HEALTHCARE PVT. LTD.

*(Handwritten Signature)*



(Authorized Signatory)

I, Mr. / Ms. / Mrs. \_\_\_\_\_ do hereby state that I have read and understood the aforesaid terms and conditions of my employment and I am signing on the duplicate copy of this appointment letter in token of having accepted the terms and conditions.

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

*(Handwritten Signature)*

Dr. P. D. Chaudhari  
Principal  
Modern (Signature of Employee)  
Nidgi, Pune - 411044

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**ANNEXURE-A**

**WORK NORMS TO BE IMPLEMENTED BY BUSINESS EXECUTIVE**

The BUSINESS EXECUTIVE should implement and abide by the following work-norms for result oriented and disciplined field work, to achieve higher productivity, efficiency and customer service to increase and enhance the prestige, goodwill and image of the Company.

**1. CALL ON DOCTORS:** (Average calls per day - 10)

The BUSINESS EXECUTIVE will make maximum number of calls in person as per the advice and instructions of the Company or his / her superior given from time to time and will work from morning till afternoon and from evening till night under normal circumstances.

**2. VISIT TO CHEMISTS/ PHARMACIES:** (Average calls per day -6)

The BUSINESS EXECUTIVE should try to book as many orders as possible from Chemists/Pharmacies. Also, he / she should explain our promotional programs.

**3. REGULARITY AND DAILY WORK:**

The BUSINESS EXECUTIVE should regularly fill and post information in the forms decided upon by the Management from time to time such as:

**a. Daily work Report System:**

Daily reports should be duly updated on call to call basis in online reporting system on working days.

**b. Tour Program Charts:**

It is to be duly filled and should be updated in system before 15<sup>th</sup> of the preceding month. The BUSINESS EXECUTIVE will adhere to the Tour Program submitted by him / her. In case of any deviation from the tour program under unforeseen circumstances, the BUSINESS EXECUTIVE will inform the superior / office by a letter/ mail giving reasons.

**c. Expense Statement:**

The Expense claim should be made as per prevailing Travel and Allowance Policy provided by the organization.

**d. Samples, Literature & Stationery Stock Statement:**

You will be provided with necessary promotion material, identity/visiting cards, product literature, training manuals, stationary etc. In the event of your leaving the Organization by way of resignation, retirement, termination or any reason whatsoever, you shall return all the Organization's property in your possession such as and including printed stationary, unutilized samples, visual aids, detailing folders, guidebooks, articles, gadgets, detailing, bag, identity cards, NOC from Wholesales & Stockiest, imprest cash/ advance, if any, and/or any other articles to the person nominated by the Organization and your dues shall be settled only on receipt of the Organization property. In case if you fail to return the company's property as instructed, the company will be at liberty to recover amount equivalent to the cost of the property or a lump sum amount to be decided by the company from your full and final settlement dues including gratuity, without further reference to you.

**4. BROAD WORKING PATTERNS:**

The broad working pattern and responsibilities of the BUSINESS EXECUTIVE in terms of implementation are listed below:

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1/2

  
(Signature of the Employee)

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

- I. To judiciously use physicians' samples, literature, stationery and sales promotion articles provided to them by the Management for distribution amongst Doctors as per instructions from time to time.
- II. To book orders from Doctors, Chemists, Government and Semi-Government Hospitals and Institutions as per terms and conditions of the Company in practice from time to time.
- III. To co-operate with the Management by requesting the stockiest to retire the documents in time and by following up recovery of payments from the Government and other institutions and to maintain good relations with the trade so as not to damage the Company's prestige.
- IV. To equip himself / herself and keep up-to-date with adequate product knowledge and Company's products and shall remain fully acquainted with the competitors' products and sales promotion activities and will provide proper feedback in this respect to the Head Office.
- V. To actively participate in the sales conferences, sales meetings, refresher courses conducted by the Company and to study properly and reply in time to all postal refresher courses, sales letters and other postal/ online training programs.
- VI. To co-operate with the Management in increasing sales turnover and achieve sales target set up for individual BUSINESS EXECUTIVE.
- VII. To make available sales statistics supplied by the Company to the individual BUSINESS EXECUTIVE at the time of discussion during the sales meetings or sales conferences or directly as and when required apart from regular monthly statements.
- VIII. To comply with the directives of the Company and extend all co-operation to the respective supervisory staff and the Company's officers, and Executives, while working on the field and in promoting sales of the Company's products and to comply with the directives of the Company in special assignments to work out at any selected center or center in India, to attend to Trade Meetings, Conferences, Exhibitions and attend work as may be entrusted as and when instructed by the Company.
- IX. To direct his / her efforts and activities for the promotion and increase of sales of Company's products keeping adequate pace with the growth of the pharmaceutical industry in the country on the whole and bearing in mind its potentiality of individual products of the Company.

The Management is at liberty to amend or modify the work norms from time to time; may be necessary in the interest of business and such norms as amended will be binding on the BUSINESS EXECUTIVE.

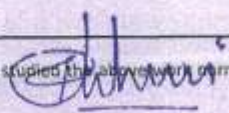
For VITAMYSTIC HEALTHCARE PVT. LTD.


(Authorized Signatory)

I, Mr./Ms. \_\_\_\_\_ have studied the above work norms to be implemented by me and I agree to implement the same.

2/2

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure B

Compensation structure

Employee Name	Ms. Ishwari Masram	
Designation	Business Executive	
Job Location	Satara road	
Components		Per Annum
Basic Salary	10,500	1,26,000
House Rent Allowance	1,575	18,900
Special Allowance	1,475	17,700
Gross Salary	13,550	1,62,600
<b>Deductions</b>		
Employee Provident Fund	1,437	17,244
ESI	102	1,220
Professional Tax	200	2,500
Net Salary (in hand)	11,811	1,41,637
Employer Provident Fund	1,437	17,244
ESI	440	5,285
Cost To Company	15,427	1,85,129
Statutory Bonus		11,000
Mediclam		4,000
Total Cost To Company		2,00,129

Please Note:

- **Gratuity** - Applicable as per the Payment of Gratuity Act.
- **Income Tax** - Applicable as per the Income Tax Act.
- **Bonus** - As per the Bonus Act, shall be payable on annual basis & would be subject to actual earnings and successful completion of Probation.
- **Annual Compensation Review** - Shall be based on overall performance of individual & business with subject to successful completion of Probation on & before 31st January.
- **Medical Insurance** - Covered under Group Mediclam Insurance Policy.
- **We recruit only graduate students for the post of "Business Executive"**
- You have informed us that the final result for your graduation is awaited, which will be announced in August 2024. Hence please note your continuation of services with us is depending upon your compilation of graduation. If you fail to complete your graduation, then continuation of your services will be at the discretion of the management.
- In the event you leave the company within one year from the date of joining. (Irrespective of your services being confirmed or not) an amount of Rs. 35,000/- shall be deducted from your final settlement as cost being incurred for your recruitment, training and induction, On/Off Job Training.

Sincerely,

*Jeet K. Sharma*  
(Authorised Signatory)



Employee Acceptance:

Signature:

Date:

*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



12-Sep-24

Mr. Kajal Ganpat  
The

LETTER OF OFFER

Dear Kajal Ganpat  
The,

With reference to your application and subsequent interview with us, we are pleased to offer you a Fixed Term Assignment as "Junior Regulatory Affairs Specialist". The Fixed Term Assignment will be for a period of 6 months, commencing from 30-Sep-24. The assignment is to be carried out by you for our client, Fortrea Scientific Private Limited., the same being extendable upon client's request.

The following are the terms and conditions of your employment with us:

1. The employment will be effective from 30-Sep-24. During the term of employment your CTC will be Rs 29602.45 (Twenty Nine Thousand Six Hundred and Two Only) per month. Tax Deducted at Source as applicable.
2. During the tenure of your assignment you are expected to abide by the rules and regulations which will be conveyed to you by your supervisor.
3. You will be required to observe the normal 8 hours working, 5 days a week based on the shift and weekly off allotted to you, by the client organization.
4. You will be required to execute an agreement of confidentiality and non-disclosure of the confidential information entrusted to you during your assignment.
5. Please note that your employment is subject to your clearing the background verification process at Wissen Infotech Pvt Ltd.
6. Your fixed term assignment may be extended by one or more months depending upon our client's requirement.
7. Leave for sickness and other exigencies will be at the discretion of your supervisor and would have to be sanctioned in advance (not more than 2 days in a month during the entire contract period)
8. You may terminate this Agreement by giving Wissen 60 days' written notice, however in case you resign from your job, during the fixed term contract, Wissen reserves the right to re-claim an equivalent of two months' compensation as a penalty towards break in Fixed Term Contract. Wissen can terminate this Agreement without assigning any reason by giving you 30 days' written notice or salary in lieu of notice. In addition, in case of breach of any terms and conditions of this Agreement, Wissen can terminate this Agreement forthwith.
9. During the period of such deputation to client through this fixed term employment with Wissen Infotech Pvt Ltd, at no point in time will you be considered as an employee of our client.

  
Dr. P. D. Chaudhari  
Principal

Modern College of Pharmacy  
Nidgi, Pune - 411004

Corporate Office  
Q-4, 9th Floor  
Cyber Towers, Hi-Tech City  
Hoskote, Hyderabad  
Telangana - 500 081  
India T : +91-40-68237000

U.S. Office  
3325 Parklawn Dr. Suite G  
Waukegan, WI 53186, USA  
T : (262) 510-2900

[www.wissen.com](http://www.wissen.com)

Bengaluru Office  
Main Road, Palya  
Bangalore - 560 042  
B.P. 2nd Phase, Whitefield  
Bangalore - 560 066  
India T : +91-80-40349000

COMPONENTS	MONTHLY (in ₹)	YEARLY (in ₹)
BASIC	12500.00	150000.00
House Rent Allowance	5000.00	60000.00
Conveyance Allowance	1600.00	19200.00
Advance Statutory Bonus	1041.00	12492.00
Allowances	6460.00	77520.00
Gross Pay	26601.00	319212.00
Employer Provident Fund	1800.00	21600.00
Gratuity	601.00	7212.00
Health & Life Insurance	600.45	7205.40
<b>TOTAL COST TO THE COMPANY(CTC)</b>		<b>355229.40</b>

If these terms and conditions are acceptable to you, please do signify your acceptance by signing the duplicate copy of this contract and return the same to us.

We trust we will mutually build a meaningful career for you.

Best wishes sincerely  
 For Wissen Infotech Pvt Ltd

*Bhanumathi S*

**Bhanumathi Santhosh**  
 Associate Vice President – HR

The above terms of employment are agreeable to me.

Full Name:

Signature:

Date:



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Wadgaon, Pune - 411004

Corporate Office  
 Q-4, 9th Floor  
 Cyber Towers, Hi-Tec City  
 Madhapur, Hyderabad  
 Telangana - 500 083  
 India T: +91-40-68337008

U.S. Office  
 2223 Parkview Dr Suite G  
 Waukegan, WI 53190, USA  
 T: (262) 510-3998

[www.wissen.com](http://www.wissen.com)

Bangalore Office  
 Adarsh Eco Floor  
 4th Floor, #172, KIADB  
 EPF 2nd Phase, Whitefield  
 Bangalore - 560 066  
 India T: +91-08-40349400

03-June-2024

Dear **Komal Wankhade**,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
**Human Resources**  
**GRG Health**

Accepted By

**Ms. Komal Wankhade**



**Dr. P. D. Chaudhian**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Growman Research & Consulting Private Limited**



**Pune**  
1103/1104, 11th Floor, Teerth Technospace Baner,  
Bangalore Mumbai Highway, Pune 411045  
CIN: U72400PN2015PTC215342

**Gurugram**  
Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

[www.grgonline.com](http://www.grgonline.com)

PUNE • GURUGRAM • SINGAPORE • NEWARK • LONDON

Strictly Confidential and proprietary not to be distributed without written consent from authorized personnel at GRG Health.

**Salary Annexure**

Annexure A COMPENSATION DETAILS		
Name	Ms. Komal Wankhade	
Designation	Quality Analyst	
Effective Date	10-June-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
Total Compensation	24,167	2,90,000
Annual Variable	-	40,000
Total Annual CTC	24,167	3,30,000
<b>Deduction</b>		
State wise - PT	200/300	2,500
Net Compensation	23,967	3,27,500

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.


**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

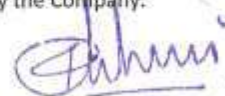
**Ms.Komal Wankhade**

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Additional Terms of employment:

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

03-June-2024

Dear **Komal Wankhade**,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of Pune location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

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8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

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Sincerely,  
Human Resources  
GRG Health

Accepted By

Ms. Komal Wankhade



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Salary Annexure

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Total Annual CTC	24,167	3,30,000
<b>Deduction</b>		
State wise - PT	200/300	2,500
Net Compensation	23,967	3,27,500

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.

**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

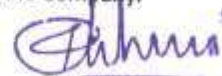
Ms.Komal Wankhade




Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Additional Terms of employment:

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

Regd. & Corporate Office :  
1C, 1st Floor, Synthesis Business Park, Tower of  
CBD1, Action Area - II, New Town, Kolkata - 75, INDIA  
CIN No. U74140WB1993PLC095986  
Ph. : 007 5001 - 02  
E mail : [inquiry@geniusconsultant.com](mailto:inquiry@geniusconsultant.com)  
Web. : [www.geniusconsultant.com](http://www.geniusconsultant.com)

Date: 4<sup>th</sup> July 2024

**Omkar Nandkumar Jadhav**

**Mumbai**

**Sub: - Offer Letter**

Dear **Omkar Nandkumar Jadhav**,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 15<sup>th</sup> July 2024 as a Market Research Analyst.

Any changes in the joining date will be intimated to you further base on the client communication.

On joining you will be deputed at **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)**. You need to join on 15<sup>th</sup> July 2024.

Your monthly gross salary will be **Rs 24294/- Only**.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)** on 15<sup>th</sup> July 2024.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by **on or before 15<sup>th</sup> July 2024**.

**This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.**

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For **Genius Consultants Ltd.**

**Authorized Signatory**

\*\*\* The above terms are agreeable and acceptable, I will join on and from



**Dr. P. D. Chaudhian**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

Regd. & Corporate Office :

1C, 1st Floor, Synthesis Business Park, Tower at  
CBD1, Action Area - E, New Town, Kolkata - 75, WDA  
CIN No. : U74140WB1993PLC009588  
Ph. : 0097 5601 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

### ANNEXURE-1

Particulars	Monthly	Annually
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
<b>Gross Salary</b>	<b>24294</b>	<b>291528</b>
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
<b>Net Salary</b>	<b>22284</b>	<b>267408</b>
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
<b>CTC</b>	<b>26250</b>	<b>315000</b>



Dr. P. D. Chaudhari  
Principal  
Modani College of Pharmacy  
Wajga, Pune - 411044



03-June-2024

Dear **Onkar**,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Quality Analyst** in our Company. You shall be based out of **Pune** location.

This offer is subject to the following:

1. Your written undertaking to join, not later than **10-June-2024**;
2. Submission of all your required certificates and documents;
3. Satisfactory completion of reference checks.

You shall be on a probation period for initial 3 (Three) months from the date of your joining and the employment shall be confirmed thereafter depending upon Your performance in the initial 3 (Three) months.

A formal Appointment/Employment Letter shall be issued to you on the date of Your joining. You are requested to submit copies of the following documents at the time of your joining (please carry the original documents for verification at the time of joining).

1. Address proof (Aadhar card or Driving License);
2. Work experience certificates of all the past employments (if applicable);
3. Resignation letter duly signed & accepted by your last employer (if applicable);
4. Educational certificates – 10th, 12th, Graduation & Post-Graduation.
5. Last drawn salary pay slip (if applicable);
6. Latest 3 month of pay slips;
7. Latest 3 month of Bank account statement in where the salary is credited;
8. Two passport size photographs (white background);
9. PAN card;
10. Bank Proof (Cancelled Cheque/Passbook Front Page).

You are being offered the above position based on authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Please return the duplicate copy of this Offer Letter, duly signed, in token of your having accepted the same.

Sincerely,  
**Human Resources**  
**GRG Health**

Accepted By

**Mr. Onkar Jadhav**



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Crowman Research & Consulting Private Limited**

**Pune**  
1103/1104, 11th Floor, Teerth Technospace Baner,  
Bangalore Mumbai Highway, Pune 411045  
CIN: U74140PN2015PTC218342

**Gurugram**  
Plot No 65, 8th Floor, Sec 44,  
Gurugram 122003

[www.grgonline.com](http://www.grgonline.com)

Salary Annexure

Annexure A COMPENSATION DETAILS		
Name	Mr.Onkar Jadhav	
Designation	Quality Analyst	
Effective Date	10-June-2024	
Monthly CTC (Fixed)	24,167 (Before Tax)	
Annual CTC (Fixed)	2,90,000 (Before Tax)	
	Monthly (Rs.)	Annual (Rs.)
Basic	15,000	1,80,000
HRA ( 40% of Basic )	6,000	72,000
Other Allowance	3,167	38,000
<b>Total Compensation</b>	<b>24,167</b>	<b>2,90,000</b>
<b>Annual Variable</b>	-	40,000
<b>Total Annual CTC</b>	<b>24,167</b>	<b>3,30,000</b>
<b>Deduction</b>		
State wise - PT	200/300	2,500
<b>Net Compensation</b>	<b>23,967</b>	<b>3,27,500</b>

\*There shall be PT (Profession tax) deduction of INR 200 (Two Hundred Only) per month and in the month February it shall be INR 300 (Three Hundred Only). Your total PT deduction annually shall amount to INR 2500 (Twenty-Five Hundred Only).

\*PT Deduction shall not be applicable for Gurgaon location employees.

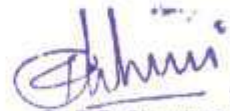
**PF Applicability Rule:**

1. If an Employee is having Basic salary less than Rs. 15000/-p.m then PF deduction is mandatory as per PF Rules.
2. If an Employee is having PF UAN no. then PF deduction is mandatory as per PF Rules.

(Note: Performance Variable Pay component is based on your performance and KRA percentage. This comes under a Bi-Monthly Performance review Process. It shall be paid according to your performance score and Bi- Monthly review with Your supervisor)

Salary details are to be kept confidential and shall not be disclosed to anyone under any circumstances to anybody except to the designated officials.  
I have understood the above distribution of salary.

**Mr.Onkar Jadhav**

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Additional Terms of employment:

1. Your employment with the Company shall commence from the date of Your joining in the Company, if You do not join within a months' time or within the communicated time post acceptance of this offer letter by You, we shall revoke this offer.
2. You shall be governed by the rules and regulations as applicable to the employees of the Company, including revisions in such rules as may be affected from time to time. You shall be an employee of the Company and shall devote your professional energies towards the conduct of Your duties during Your employment with the Company.
3. It's a 24\*7 work environment, however normal working days are Monday to Friday.
4. In case if the You are unable to join due to notice period limitations, You must inform the Company for the buyout (can be discussed mutually).
5. You shall not disclose any information to anyone including but not limited to Company's customers, prospective customers, people or entities outside the Company or to any Company's employee which is confidential or trade secret under your previous employment contract or disclosure of which is in violation of any law or third-party intellectual property rights. If You disclose any such information, You shall be solely liable at Your own cost and You agree to hold harmless the Company from and against any claims, actions, suits, demands, damages, claims for fees, costs, charges and expenses.
6. The matters pertaining to terms and conditions of your employment including your remuneration are strictly confidential between You and the Company and should be treated as such. You should maintain the confidentiality of information, which would come to your knowledge during execution of your duties and responsibilities. You shall maintain utmost secrecy of the affairs or works of the Company and should not divulge any information of the Company by any mode of communication to any other person or organization during Your employment with the Company or thereafter.
7. For Company initiated relocation request (If communicated & agreed by employer), relocation reimbursement shall be fully covered by the Company, in case of separation due to any default from Your end, including but not limited to neglect of duties, misconduct/misdemeanor or any other reason owing to breach of Your employment agreement within Twelve (12) months You shall fully return the amount of relocation reimbursement offered to You by the Company.



Dr. P. D. Chaudhari  
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Modern College of Pharmacy  
Nidgi, Pune - 411044



**Employee Benefits:**

- Medclaim benefits to employee and their dependents (Spouse & Up to 2 children);
- Company Uber account facility;
- Flexible leave policy (as per company standard leave policy);
- Free medical E-Consultation through Tattvan E-Clinics.



A handwritten signature in blue ink, appearing to read "P. D. Chaudhari".

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Offer: BUSINESS PROCESS SERVICES  
Ref: TCSL/DT20234767898/Mumbai/BPS/BTN  
Date: 19/08/2024

Mr. Pawan Ramrao Pawar  
A/p Vida ta- Kaij, Dist- beed

Dear Mr. Pawan Ramrao Pawar,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited (TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax: 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC024721



## OTHER BENEFITS

### 1. Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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

## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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Principal  
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Nidgi, Pune - 411044

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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vahroli West, Mumbai - 400779  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3399 91 226778 3399 E-mail: corporate.offices@tcs.com, Website: <http://www.tcs.com>  
Registered Office: 9th Floor, Nariman Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084751



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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


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

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

**8. TATA Code of Conduct:**

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



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 3

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No-4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3399 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



9. **Notice Period:**  
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.
10. **Medical Test:**  
You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.
11. **Background Check:**  
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.
12. **Submission of Documents:**  
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you. Your original documents will be returned to you after verification.
13. **Initial Learning Programme (ILP)**  
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.
- As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.
14. **Letter of Appointment**  
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy
15. **Personal Data Processing:**  
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.
- It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.



Dr. P. D. Chaudhari  
Principal  
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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nizam Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22200MH1995PLC054781





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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



Click Here or use a QR code scanner from your mobile to validate the offer letter

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



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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Naraina Building, Naraina Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC094781

**Dr. P.D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No TCSL/DT20234767898/Mumbai/BPS/BTN on \_\_\_\_\_ (MMM/DD/YY YY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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Dr. P. D. Chaudhari  
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Nidgi, Pune - 411044



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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

  
Dr. P. D. Chaudhari  
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Pb.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

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

Corporate Identification No. (CIN): L22210MH1995PLC084721



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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TCSL/DT20234767898

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 01 22 6778 3300 01 226778 3389 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
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Corporate Identification No. (CIN): L22210MH1995PLC054781



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

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information for which this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

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

#### 7. 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.

#### 8. 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.

#### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

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Nidgi, Pune - 411044



hereof, 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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:



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Registered Office: 901 Floor, Narval Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084791

## INTERNSHIP SERVICES AGREEMENT

This Internship Agreement ("Agreement") was made in Mumbai on 09<sup>th</sup> December 2024 and is effective from 09<sup>th</sup> December 2024. Intelligent Industrial Internet Systems Private Limited, (hereinafter referred to as "COMPANY"), a company incorporated under the Indian Companies Act 1956 and has its registered office at Office No. /Unit No-402, A wing, DAMJI SHAMJI CORPORATE SQUARE, Laxmi Nagar, Ghatkopar East, Mumbai-400075, India, hereinafter referred to as "i3systems" (which expression shall unless it be repugnant to the context or meaning thereof, be deemed to mean and include its affiliates, successors in interest and permitted assigns) of the ONE PART;

And

**Pooja Hatkar** is an adult Indian national, bearing Permanent Account Number **BFPFH0294N**, residing at Mahalung ( Hatkar vasti ) Mahalung shreepur road Tal - Malshiras Dist - Solapur Maharashtra -413112, Mahalung shreepur road , Solapur , Maharashtra 413112 hereinafter referred to as "the Intern/Intern" of the OTHER PART.

i3systems and the Intern shall be referred as "Party" separately and "Parties" collectively.

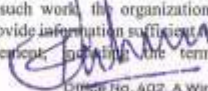
NOW THEREFORE the Parties, intending to be bound legally, agree as follows:

### 1. Terms of Engagement and Scope of Service:

- 1.1 Based on the representations of the Intern, i3systems hereby engages the Intern, and the Intern accepts the engagement by i3systems on a work-for-hire basis to provide "Services" as defined in Schedule I attached herewith.
- 1.2 The Services shall be rendered on a principal-to-principal basis and the scope of Services may be amended from time to time by mutual agreement between the Parties.
- 1.3 **Process:** The Intern shall immediately attend to any and/or all tasks put forward by i3systems pertaining to the Services and shall execute the same promptly and in any event within the timelines required by i3systems. i3systems shall have the right to accept/reject the Services performed or suggest changes, which shall be promptly addressed by the Intern within specified timelines at no additional cost to i3systems. i3systems and the Intern acknowledge and agree that notwithstanding that a desired specified result is expected from the Intern as per this Agreement, the Intern is subject to the direct control or supervision of i3systems to the Services to be provided under this Agreement.
- 1.4 **Delivery:** The Intern shall ensure the completion and delivery of the Services as per the delivery timelines established by i3systems. The Intern shall, at all times inform i3systems about any key deviations in delivery timelines, as soon as the Intern becomes aware of the same and will obtain prior written approval from i3systems regarding the same.
- 1.5 The Intern shall perform his Services and obligations diligently, willingly, conscientiously, and to the best of the Intern's skill and technical ability with due care and proper regard to creative requirements thereof and in such manner as may be required by i3systems or such other persons as may be designated by i3systems from time to time and within the delivery timelines.
- 1.6 **Fees:** In consideration of the Services specified in Schedule I being fully performed by the Intern, i3systems shall pay to the Intern a fee ("Fees") as specified in Schedule II (attached herewith) as full and final compensation, after applicable tax deductions.
- 1.7 During the Term, the Intern shall not consult or provide any services that are identical or similar in any manner to any other party whose business competes with i3systems's business, whether directly or indirectly. If, however, the Intern intends to do so, the Intern agrees that, in advance of accepting such work, the Intern will promptly notify i3systems in writing sufficiently in advance, specifying the start date of such work, the organization with which the Intern proposes to consult, provide services, or become employed by and to provide information sufficiently to allow i3systems to determine if such work would conflict with the terms of this Agreement. Notwithstanding the terms in relation to confidentiality obligations and intellectual property, the interests of



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Principal  
Modem College of Pharmacy  
Nidgi, Pune - 411044  
+91 960023014  
contact@i3systems.in

I3systems or further services which I3systems might request of the Intern. If I3systems determines that such work conflicts with the terms of this Agreement, I3systems reserves the right to terminate this Agreement immediately.

- 1.8 Non-exclusivity:** The Intern expressly agrees and acknowledges that the engagement of the Intern under this Agreement is on a non-exclusive basis and I3systems may engage other person/s or Intern/s for consultation or to provide Services as per its needs and requirements.
- 1.9** Without prejudice to clause 1.3, in the event the Service/s provided by the Intern is prohibited in any manner on account of moral, political, or religious reasons or if any objection is raised by any person or any authority at any point of time, the Intern shall alter/modify the Services as required by I3systems, at no additional cost.
- 1.10 Third-party content:** In the event, any particular third-party content is required for performing any of the Services, then the Intern shall obtain all required transferable licenses and permissions for using such third-party content and intimate I3systems of the same, which shall also be assigned to I3systems as part of the Intellectual Property (as defined in clause 3.1 below) on a worldwide, perpetual and royalty-free basis. In the event, that the Intern incorporates such third-party content, it is hereby clarified that I3systems shall not in any manner be liable or responsible for any claims that the Intern may become liable towards, the Intern further agrees to fully indemnify I3systems in relation to any losses, damages, claims, actions, demands, costs and expenses it may face on account of the Intern's use of such third-party content in the Services.
- 1.11 No Obligation:** The Intern hereby confirms and agrees that the engagement here under shall not in any manner deem or constitute any obligation on I3systems to accept or incorporate the work performed by the Intern in relation to the Services or any part thereof. It is hereby clarified that I3systems shall be entitled to deal with the work provided by the Intern here under in the manner it deems fit and appropriate and shall have the unfettered right to incorporate, use, change, revise, modify, adapt the work/s to suit its creative requirements.
- 1.12 Leave:** The Intern is entitled to 12 leaves each financial year, including both casual and sick leaves.

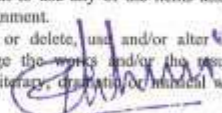
## **2. Consideration:**

- 2.1** The consideration for providing Services here under is defined in *Fees and Payment-Schedule II* attached herewith.
- 2.2** The Intern hereby acknowledges and confirms the adequacy of the Fees as full and final consideration towards the performance of all Services and obligations required under this Agreement including the grant of rights under Clause 3 below.

## **3. Grant of Rights:**

- 3.1** The Intern undertakes that all information, inventions and discoveries or any interest in any copyright, patent, and/or other property rights developed, made or conceived in the course of performance of Services under this Agreement (**Intellectual Property**) shall be promptly communicated to I3systems. I3systems and/or its assignee(s) (as the case may be) shall be the sole owner of all Intellectual Property in perpetuity throughout the world on a royalty free basis for all purposes, in all Modes, Media and Formats (as defined in *Schedule III* attached herewith). I3systems shall have the sole and exclusive right to exercise all rights comprised in the Intellectual Property.
- 3.2** Without prejudice to aforesaid, the Intern hereby unconditionally and irrevocably assigns all rights including but not limited to Intellectual Property in favour of I3systems pursuant to this Agreement, for the entire world and in perpetuity on a royalty free basis and the Intern agrees and acknowledges and makes all necessary declarations confirming the aforesaid. Such assignment shall operate for all the Modes, Media and Formats of exploitation in respect of the work products resulting from the Services and the Intern hereby expressly acknowledges the sufficiency of the consideration towards the assignment of the rights for exploitation of the Services. Such assignment shall be irrevocable and absolute. Notwithstanding the provisions of Section 19(4) of the (Indian) Copyright Act, 1957, any assignment of the intellectual property rights made here under shall not lapse nor shall the rights assigned or licensed (as the case may be) revert to the Intern, even if I3systems does not exercise the rights under the assignment within a period of one year from the date of such assignment or license. The Intern hereby waives any right to raise, and agrees not to raise, any objection or claim before the Indian Copyright Board with respect to the assignment pursuant to Section 19A of the (Indian) Copyright Act, 1957. The Intern shall not retain any right to use any of the items assigned under this clause and hereby agrees not to challenge the validity of any such assignment.
- 3.3** Without prejudice to the generality of the foregoing, I3systems may add or delete, use and/or alter in any way and/or cut, transpose, adapt and/or translate into all languages and change the works and/or the results of the Services and/or combine the whole or any part of the same with any other literary, dramatic or musical work to any



  
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extent and in any manner as I3systems may desire in its sole discretion, I3systems shall have the full and unlimited right to use all of the works and/or the results of the Services, without any claim or right thereto on the Intern's part for any additional compensation for such use.

- 3.4 The Intern hereby undertakes to do any and all acts (including to apply and prosecute registration applications in respect of Intellectual Property) and execute any and all documents in such manner and at such locations as may be required by I3systems in its sole discretion in order to secure, protect, perfect or enforce any of the rights of I3systems pursuant to this Agreement. In the event the Intern fails to do so within 10 (Ten) days of receipt of a request from I3systems to do or perform an act or execute a document, I3systems shall be entitled to exercise the same in place of the Intern as the lawfully appointed attorney and the Intern undertakes to affirm, ratify and be bound by such exercise of the right by I3systems under the provisions of this clause.
- 3.5 The Intern shall not, under any circumstances, utilize the trademarks owned by or registered in favour of I3systems on the Intern's letterhead, stationery, signage, nor shall he display such trademarks to the public in such a manner as would result in these trademarks being identified as being owned or controlled by him.
- 3.6 To the extent permissible under the applicable law the Intern hereby irrevocably and unconditionally waives all moral rights or any other similar benefits to which the Intern is presently entitled to pursuant to any law in force or which may accrue to the Intern under a similar doctrine, principle or law.

#### 4. Representations and Warranties:

- 4.1 The Intern hereby represents and warrants, that (i) The Intern is a major and has the capacity and authority to enter in to and execute this Agreement and to grant the rights granted hereunder; (ii) The execution and performance of this Agreement does not conflict with any of his agreements with any third party and is within his power and authority; (iii) Intern has not entered into and shall not enter into any agreement or arrangement which will inhibit or restrict the exercise by I3systems of its rights pursuant to this Agreement; (iv) The Intern is fully conscious and aware of all the terms and conditions of this Agreement and agrees and confirms irrevocably that the same has been entered into without any pressure or coercion whatsoever and is a mutually agreed Agreement in its entirety; (v) The Intern understands that Schedule I hereto is of material importance and shall duly comply with the same and any non-compliance of the same shall be a material breach by the Intern; (vi) All the works developed by Intern, in relation to the Services shall be original and shall not be plagiarized or in any manner, defamatory, inaccurate, contrary to public policy or infringing or violating any right including but not limited to copyright, moral right or privacy right or publicity, or performers' right or any other rights whatsoever, of any person, whether living or dead; (vii) Intern shall not commit any act that may prejudice, dilute or impair the exercise of the rights by I3systems in respect of Intellectual Property; (viii) Intern shall not, at any time, use and/or exploit the whole or any part of the works developed pursuant to this Agreement for rendering services under any other engagement or arrangement or for self-benefit; (ix) The Intern shall render the Services to the best of his skill and ability and to the full satisfaction of I3systems; (ix) The Intern shall perform its obligations under this Agreement in full compliance with applicable laws and regulations.

#### 5. Term and Termination:

**Term:** This Agreement shall come into force on **09<sup>th</sup> Dec 2024** and shall terminate on **09<sup>th</sup> Apr 2025** unless terminated earlier under the terms of this (the Agreement "Term"). I3systems reserves the right, at their discretion, to renew and extend the Agreement for a term mutually agreed upon. The term duration will be extended based on performance.

- 5.1 **Termination I3systems:** I3systems and the Intern shall have the right to terminate this Agreement with prior notice of 30 days in writing to the other Party, for any reason whatsoever.



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9800230144  
contact@i3systems.in

www.i3systems.ai

- 5.2 **Consequences of Termination:** Upon and after the expiration or termination of this Agreement, Intern will immediately stop and shall refrain from any use of I3systems's Intellectual Property and/or confidential/proprietary information and will immediately return to I3systems all confidential/proprietary information, property and materials and documents of I3systems shared and provided in relation to this Agreement and the Services. Upon termination of this Agreement with due notice, I3systems will thereafter not be liable to pay any remaining Fees or any other amounts due or payable to the Intern in accordance with and as provided in the payment schedule. The obligation to not disclose confidential information/ proprietary information shall persist even after termination.
- 5.3 The termination of this Agreement shall not affect I3systems's ownership or enjoyment of the rights in Intellectual Property, the use of the Intern's name, and all or any other rights and/or benefits granted to I3systems under this Agreement, more particularly stated in Clause 3 of this Agreement and the same shall survive termination of this Agreement. It is clarified that the rights granted to I3systems under this Agreement are irrevocable and shall not be subject to rescission by or reversion by the Intern under any circumstances whatsoever.
- 5.4 The Services at the stage of development on the date of termination including any research material, personal notes and any other material employed by the Intern in order to provide the Services and as supplied by I3systems, as the case may be, or which are the product of the Services rendered by the Intern shall be furnished to I3systems on an immediate basis.

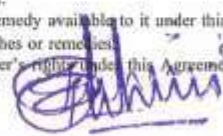
## 6. General Terms and Conditions:

- 6.1. **Indemnification:** The Intern agrees to defend, indemnify and hold harmless Company, its parent, affiliates, officers, directors, employees and agents from and against any and all liability, for any and all claims, damages, costs or judgments (including reasonable attorney's fees) brought by or on behalf of any third party (including without limitation the Individuals rendering Services on such Project) arising from or out of the Services rendered hereunder and/or arising from or out of the breach, or any claim which, if true, would constitute such a breach, of this Agreement by Intern (including any breach of its representations or warranties) or Intern's negligence or willful misconduct. Intern shall be solely liable for contracts made between Intern and any and all third parties.
- 6.2. **Assignment:** The obligations in this agreement are personal to the Intern and the Intern shall not assign, transfer, sub- contract or in any other manner transfer to another party the benefit or burden of this Agreement.
- 6.3. **No Guild or Association:** Intern hereby acknowledges and agrees that neither this Agreement nor Services shall be subject to the jurisdiction of any collective bargaining agreement or union or guild or association or any similar organization in any part of the territory, and the Intern hereby expressly waives any right it would otherwise have to raise any grievance, or otherwise invoke the jurisdiction of, any such union or guild or association.
- 6.4. **Dispute Resolution:** All doubts, differences, disputes, controversy or claims arising from, out of or in connection with this Agreement, or in the interpretation thereof shall be first settled through negotiation/conciliation between the Parties. If such negotiations do not lead to a settlement within 15 days of notifying the dispute in writing, it shall be finally resolved by arbitration by a sole arbitrator (to be mutually nominated by the Parties) in accordance with the provisions of the Arbitration and Conciliation Act, 1996 (as amended) failing which such sole arbitrator shall be appointed in terms of the Arbitration and Conciliation Act, 1996 (as amended). The venue of arbitration shall be Mumbai. The arbitration shall be conducted in the English language. Notwithstanding anything herein contained, nothing in this Agreement will prevent I3systems from approaching the Courts at Mumbai for specific performance of the terms of this Agreement or any other equitable remedy, which will be wholly without prejudice to any other remedy that I3systems may wish to pursue. This Agreement shall be governed by Indian law and subject to the above, will be subject to the sole and exclusive jurisdiction of the Courts at Mumbai.
- 6.5. **Modification:** Modification or alteration or variation to the terms of this Agreement may be only made by written agreement between the two Parties.
- 6.6. **Severability:** If any provision of this Agreement is prohibited, unenforceable, void or invalid, that shall not invalidate, or otherwise affect the enforceability of the remaining provisions hereof.
- 6.7. **Waiver:** Any delay or waiver by a Party to declare a breach or seek any remedy available to it under this Agreement and to or by law will not constitute a waiver as to any past or future breaches or remedies.
- 6.8. **Good faith:** Parties undertake to act in good faith with respect to each other's rights under this Agreement and adopt or by law will not constitute a waiver as to any past or future breaches or remedies.



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Dr. P. P. Chougale, A Wing,  
Principals, Parni Shanti Corporate Square,  
Modern College of Pharmacy, Ghatkopar East,  
Mumbai - 400075  
Nidhi, P. W. No. 111044  
contact@i3systems.in

www.i3systems.ai

- 6.9. **Prior agreements:** This Agreement hereby cancels and supersedes any and all prior oral or written agreements, communications, correspondence or memorandum of understanding between the Parties.
- 6.10. **No Agency:** The Intern is entering into this Agreement as an independent Intern with I3systems. This Agreement constitutes a contract for the provision of services and not a contract of employment. Parties agree that nothing in this Agreement creates or seeks to create a relationship in the nature of employer/employee, principal/agent or partnership between the Intern and I3systems. No agent, employee or servant of I3systems shall be or be deemed to be the employee, agent, or servant of the Intern.
- 6.11. **Notices:** Notices under this Agreement can be delivered and sent by recorded delivery, courier or email to the addresses given below. In case of email, notice shall be considered delivered immediately upon successful transmission. Otherwise, it shall be considered delivered 2 working days after dispatch.
- 6.12. **Interpretation:** Clause headings and section headings are for convenience only and are not meant to convey any specific meaning to the provisions. Capitalized terms in this Agreement, shall have the meaning ascribed to them in this Agreement including the Schedules hereto. The recitals, schedules, annexures and exhibits form an integral part of this Agreement and shall have the same force and effect as if expressly set out in the body of this Agreement, and any reference to this Agreement shall include any recitals, schedules, annexures and exhibits to it.
- 6.13. **Confidentiality:** The Intern hereby undertakes not to disclose, reveal or make public except with the prior written consent of I3systems, any confidential information pertaining to the covenants of this Agreement and/or the Services. The Intern expressly clarifies that it shall not make any public statement or press statement or provide any interviews to the media in connection with the confidential information and that it shall not authorize, encourage or permit third parties to make any public statements or issue or create any photographs, recordings, social media materials, writing, press materials or any other materials of any kind concerning I3systems or the Services without obtaining the prior written consent of I3systems, which consent may be withheld at its sole discretion. The Intern shall keep in a safe and secure place all documentation in relation to the work products, personal notes or research material including all permissions, consents, releases and other documentation relating to the Services and shall deliver the same to I3systems on demand without any demur or protest. This shall not apply to the disclosure of such confidential information to the extent that such information is required to be disclosed by applicable law or by any governmental authority.
- 6.14. **Non-solicitation:** The Intern shall not, during the Agreement and for a period of one (1) year immediately following termination of this Agreement, either directly or indirectly, call on, solicit, or take away, or attempt to call on, solicit, or take away, any of the customers, employees, suppliers of I3systems with whom the Intern interacted during the term of this Agreement, either for his/her own benefit, or for the benefit of any other person, firm, corporation or organization.
- 6.15. **No Publicity:** Intern understands and acknowledges that his/ her confidentiality obligations and publicity restrictions hereunder shall apply to any/all media whatsoever, including without limitation, any social networking site, micro- blogging service, user generated or user content website, online forum, discussion thread or comment section, personal website or blog, user modified website ("wiki"), or any other website, service, platform, program, application or other form or method of communication, whether now known or herein devised. Notwithstanding the foregoing, Intern understands and acknowledges that he/ she may not make disclosures prohibited hereunder via Facebook, Twitter, YouTube or any similar website or service at any time prior to the initial publication of the work/Services by I3systems, provided that after such initial publication by I3systems, the Intern may be permitted to promote the work via any social networking site.
- 6.16. **Non-Disparagement:** The Intern agrees that, during the term of this Agreement and thereafter, the Intern shall not, in any communication with the press or other media, or any customer, partner or supplier of I3systems, or any its affiliates, ridicule or make any statement or take (or omit to take) any action that is disparaging or is derogatory of I3systems or its affiliates or any of their personnel.
- 6.17. **Data Protection:** The Intern consents to I3systems holding, and processing data relating to him for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011) relating to the Intern and agrees to I3systems making such



DN - U79000MH2016PTC273155

  
Dr. P. D. Chaudhri  
Principal,  
Modern Education Society's  
Nidhi, Pimpri Chinchwad  
Mumbai-400075

+91 9600023014  
contact@i3systems.in

www.i3systems.ai

information available to third parties on a need-to-know basis. Further, the Intern consents to the transfer of such information to I3systems's business contacts within or outside India in order to further their business interests.

- 6.18. **Force Majeure:** The failure by a Party to fulfill any of its obligations under this Agreement shall not be considered to be a breach of, or a default under, this Agreement insofar as the inability arises from an event of Force Majeure (which shall include without limitation Acts of God, natural calamities, rains, bad weather conditions, terrorist strikes, acts of rioting and violence, public disorder, rules/decisions/directives of government and quasi-governmental bodies, court/arbitrator/tribunal orders, legal compliances, civic agencies etc.).
- 6.19. **Equitable Remedies:** In the event of a breach or threatened breach by the Intern of any of the provisions of this Agreement, I3systems, in addition to any other remedies available to it under law, shall be entitled to all equitable remedies including an injunction restraining the Intern from the performance of acts which constitute a breach of this Agreement, specifically with respect to breach of provisions contained in clauses 1.8, 3, 5, 6.14 and 6.15 and the Intern agrees not to raise adequacy of legal remedies as a defense thereto.
- 6.20. **Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument.

THE PARTIES HERETO HAVE HEREINTO SET THEIR RESPECTIVE SIGNATURES ON THE DAY AND YEAR FIRST HEREIN ABOVE WRITTEN

Varzavand  
Yazdi  
Batiwala

Digitally signed by  
Varzavand Yazdi  
Batiwala  
Date: 2024.12.10  
10:34:33 +05'30'

For and on behalf of I3systems

Name: Varzavand Batiwala  
Designation: Co-founder and CEO  
Dated: 09 Dec 2024

The Intern

Name: Pooja Hatkar  
Dated: 09 Dec 2024



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DN - LW90RWG0BPTC27158

  
Dr. P. D. Chaudhary  
Principal  
Madam College of Pharmacy  
Midgi, Pune - 411044

Office No. 402, A Wing,  
Damji Shamji Corporate Square,  
Laxmi Nagar, Ghatkopar East,  
Mumbai-400075

+91 9600023014  
contact@i3systems.in

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### SCOPE OF SERVICES/WORK SCHEDULE I

Services/Scope of Work. Intern shall provide the Services outlined in this Statement of Work, in accordance with the accepted procedures and other terms and conditions outlined in the Agreement. The intern shall perform such Services at such times and places and in such manner as the Company may from time to time reasonably direct.

The intern shall be working, as an "Intern - Data Annotation", INDIA and responsible for supporting the Data Annotation team.

I. Detailed Specifications. Intern responsibilities and duties will include, but not be limited to:

a. **Position. Intern - Data Annotation**

Supervision. All services required of the Intern hereunder shall be rendered in regular, ongoing consultation with the Company's designated supervisor (as of this date hereof, Mr. Gitesh Ail, Sr. Manager - Insurance Claim Operation).

Deliverables:

- To interpret and process the data available in Diagnostic reports, Medical bills, medical diagnosis reports, other bills, etc. as relevant to the Health and Life Insurance industry.
- Data will be processed using specially designed software.
- Initial training will be provided on Medical terminologies and interpretation of medical documents.

II. Term: Commencing on the 09<sup>th</sup> Dec 2024 hereof through to the 09<sup>th</sup> Apr 2025.

III. Working Procedures

- Approval: Intern shall have the right to review and approve all Services and Deliverables here under. Intern must submit all deliverables for approval.
- Authority: Intern shall have no authority to act as I3systems' agent or otherwise act or speak on I3systems' behalf, except as follows: in client meetings and presentations, presenting agreed work as a representative of I3systems.
- Cancellation of "Work-in-Progress." I3systems may cancel a work-in-progress for any reason at any time by terminating this Statement of Work upon fifteen (15) days' written notice. Intern will take all reasonable steps to comply with the Company's instructions to continue, amend or cancel any work in progress, as applicable.



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CH - U2A800MHQ08PCT275156



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

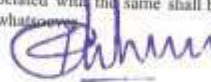
Office No. 402, A Wing,  
Dattaji Shamji Corporate Square,  
Laxmi Nagar, Ghatkopar East,  
Mumbai-400075

+91 9600023014  
contact@i3systems.in

www.i3systems.ai

### FEES AND PAYMENT-SCHEDULE II

- A. **Fee:** Subject to the Intern providing the Services to the satisfaction of I3systems, I3systems shall pay a stipend of INR 10,000 in the training period ("Fees") to the Intern.
- B. Post Training period, i3systems pay an amount of  
A (10,000 Stipend) + B (Target based incentives 5000).  
Target Based Incentives will be applicable after the training period and will be linked to your performance.  
In addition to this, High-Performance Incentives shall be paid based on the exceeded expectation metrics mentioned below:
- 10% additional incentives – 10% of Pay (A) + (A+B) exceed expectation performance
  - 20% additional incentives – 20% of Pay (A) + (A+B) exceed expectation performance
  - 30% additional incentives – 30% of Pay (A) + (A+B) exceed expectation performance
- C. **Payment Schedule:** The above Fee shall be paid in accordance with the following payment schedule subject to the provision of the Services and the other terms and conditions of this Agreement:
- D. The Intern acknowledges and agrees that the Fee encompasses and is and shall be deemed full and adequate remuneration for all rights granted under this Agreement.
- E. The Fees shall be subject to deduction of all applicable taxes and levies.
- F. The Intern shall be responsible for payment of any other statutory/ government taxes, revenues, duties, levies etc. which have not been mentioned in this Agreement and which are or may become payable pursuant to this Agreement including personal income tax, service tax, GST or similar tax (to the extent applicable). I3systems shall have the right to withhold taxes from payments due to the Intern under this Agreement to the extent that such withholding may be required by Indian law.
- G. I3systems shall have the right to conduct a verification and background check of the Intern and seek any documents as may be required, from time to time.
- H. I3systems is not obliged to pay the Intern or share any other fees, charges, revenue and or royalties etc. other than as given above.
- I. I3systems's liability/ responsibility under this Agreement shall be fulfilled on payment of the Intern's Fees following this Agreement.
- J. I3systems shall make payments to the Intern as per the decided terms and conditions in the mode of cheque /draft/order or otherwise.
- K. The Intern shall be expected to make his/her arrangements to provide Services to I3systems. Expenses incurred for any special or extra-ordinary arrangements necessary to render the Services may be reimbursed by I3systems on an exception's basis, provided such expenses have been pre-approved by I3systems in writing. To the extent I3systems has reimbursed the Intern for any special items of expenditure, any assets or equipment associated with the same shall be returned to I3systems upon the termination or expiry of this Agreement for any reason whatsoever.
- L. Night Shift allowance applicable if working in Night shifts.



Dr. P. D. Chaudhari  
Principal  
Wadani College of Pharmacy  
Wadgaon, Pune - 411044

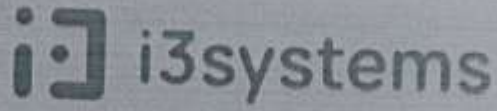
Office No. 402, A Wing,  
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INTELLIGENT INDUSTRIAL INTERNET  
SYSTEMS PVT LTD



**Pooja Hatkar**

**EmployeeID : 1701**

**DOJ**

**: 9 Dec 2024**

A handwritten signature in blue ink, appearing to read 'Dr. P. D. Chaudhari'.

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Offer Letter

Dear Pradnya Autade,

We are pleased to offer you the full-time position of **Trainee in AR** at **EMPClaims**. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + NSA **INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,980.00	INR 1,55,760
HRA	INR 7,139.00	INR 85,668
Special Allowance	INR 194.50	INR 2,334
Gratuity	INR 624.33	INR 7,492
Bonus Allowance	INR 1,081.17	INR 12,974
Sub Total (a)	INR 22,019.00	INR 2,64,228
PF - Employer (b)	INR 1,581.00	INR 18,972.00
Total Earnings (a+b)	INR 23,600.00	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com

Block A-303, Sateshwar Square, Ison-Green Road, Off S. G. Highway, Near-Sales India, Ahmedabad-380015

GST: 24AAHCE4671F120 CIN: U82990GJ2023PTC139723

*Pradnya Autade*  
Dr. P. D. Chhari  
Principal  
Modani College of Pharmacy  
Nidhi - 411044



Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,581.00	INR 18,972.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
-----------------------	-------------------	---------------------

NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Pradhnya Autade state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Pradhnya*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com

Block A- 303, Balleshwar Square, Iscon Cross Road, Off S. G. Highway, Near Sales India, Ahmedabad-380015

GST: 24AAHCE4871F1Z0 CIN: U82990GJ2023PTC139723

## R.G. ENTERPRISES

Supply of Manpower, Labours, Housekeeping Services

Dingrajwadi, Koregaon Bhima, Koregaon Bhima, PUNE 412216

Email Id: rgenterprises910@gmail.com / compliancergent@gmail.com

Ref: RGE/Offer/091

Mr. Pranav Jadhav

Address:- Janugadewadi, Patan, Satara.

Mobile:-+91-

Email:- pranavjadhav0901@gmail.com

Date: 6<sup>th</sup> August, 2024

Dear Pranav,

### Letter of Offer

Further to the interview you had with us, we are pleased to offer you employment in R G Enterprises on the following terms:

1. **Designation/Role:** You shall be designated as TSE. You will be deputed at AHPL site.

You will be responsible for ethical sales promotion of AHPL Products with in the assigned territory and any other work assigned by the reporting manager.

You will be reporting to respective Manager Mr. Dayashankar Sir.

2. **Posting:** Your current place of posting will be PCMC, or as decided by AHPL.

3. **Remuneration:** Your remuneration will be as detailed in the Annexure A. Additionally, you will be eligible to all firms' benefits as applicable from time to time.

4. **Term:** You will be on probation for a period of 12 months, after which your services will be confirmed by the firms, subject to satisfactory performance.

5. **Effective Date:** This offer will remain open till the 6<sup>th</sup> August, 2024. You are requested to join on or before 6<sup>th</sup> August, 2024, failing which this letter of offer stands cancelled & void. This offer letter is a provisional letter of offer and would be valid only on submission of mentioned documents in Annexure C & successful background verification.

#### 6.0 Terms and Conditions:

6.1 Your services can be terminated by either side by giving "One months' notice in writing to the other party, or one months' salary in lieu thereof.

6.2 Notwithstanding the foregoing, the Firm shall have the discretion to terminate your employment forthwith without notice & / or take further legal action, if:

6.2.1 You have breached the Firm's policies and procedures and ethical code of conduct;

6.2.2 You have breached any obligation under this Agreement;

6.2.3 You are involved in any criminal activity; and

6.2.4 You have breached any Indian laws.

6.2.5 If you carry stock or money from customers / point of sales.

6.2.6 If it is found that you have accepted any form of gratification in cash or kind.

6.2.7 If at any time in our opinion, which is final in this matter, you are found non-performer or guilty of fraud, dishonest, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission for more than 2 days.

6.2.8 If mandatory Geotagging enabled reporting for daily work is not done.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# R.G. ENTERPRISES

## Supply of Manpower, Labours, Housekeeping Services

Dingrajwadi, Koregaon Bhima, Koregaon Bhima, PUNE 412216

Email Id: [rgenterprises010@gmail.com](mailto:rgenterprises010@gmail.com) / [compliancergent@gmail.com](mailto:compliancergent@gmail.com)

6.2.9 If it is found that any false / wrong information / details disclosed to the Firm any time during the employment or during the joining formalities.

6.3 During the continuance of employment, you shall not undertake any other employment or enter into any other type of service or association anywhere else, even on a part-time basis, whether for any consideration or not.

6.4 On termination / resignation you will return the firm's property / belonging in proper conditions failing which the cost of the same will be recovered from your full and final settlement.

6.5 Your employment is subject to being medically fit and on being found medically unfit, your services are liable to be terminated.

6.6 You will abide by all Firm's Policies, Rules and Regulations as prescribed from time to time. You will maintain highest standards of integrity and ethics.

6.7 Any dispute arising out of and/or related to your employment with the firm shall be subject to Pune Jurisdiction only.

7.0 Transfer / Secondment: You are subject to transfer or secondment to any place where the firm has its operations or when required in future, in the course of performing your duty.

8.0 Retirement: You will retire at the age of 58 completions.

9.0 Effective Date: This agreement shall be effective as of the first day of your employment with the firm.

10.0 Leave Policy: As per firm guideline.

Please return the duplicate copy of this letter, duly signed, as a token of your having accepted the offer.

We look forward to working with you and to a mutually beneficial relationship.

Yours faithfully,

For RG Enterprises



Authorized Signatory

I have gone through the above terms and conditions and I hereby accept the employment with the Firms.

Signature:



Name:- Pranav Jadhav

Date:

Dr. P. P. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# R.G. ENTERPRISES

Supply of Manpower, Labours, Housekeeping Services

Dingrajwadi, Koregaon Bhima, Koregaon Bhima, PUNE 412216

Email Id: [rgenterprises010@gmail.com](mailto:rgenterprises010@gmail.com) / [compliancergent@gmail.com](mailto:compliancergent@gmail.com)

## Annexure – "A" w. e. f. Date of Joining

Employee Name: Mr. Pranav  
Jadhav  
Designation: TSE

PARTICULARS	Amount Per Month	Amount Per Annum
<b>Computation of CTC</b>		
CTC	20,100.00	2,41,200.00
<b>Break up of CTC</b>		
Basic (30 % of CTC or Rs. 15,000 whichever is higher)	15,000.00	1,80,000.00
HRA minimum 5% of basic	750.00	9,000.00
Other Allowance	(26.50)	(318.00)
Bonus Accrual (8.33% of Basic salary)	1,249.50	14,994.00
Gratuity Accrual (4.81% of Basic)	722.00	8,664.00
PF - Co. Contribution 12% of Basic or 1800 Minimum	1,800.00	21,600.00
ESIC - Co. Contribution	605.00	7,260.00
Total CTC	20,100.00	2,41,200.00
<b>Net Salary In hand of Employee</b>		
Total CTC	20,100.00	2,41,200.00
Less - Bonus Accrual	1,249.50	14,994.00
Less - Gratuity Accrual	722.00	8,664.00
Less - PF - Co. Contribution (12% of Basic)	1,800.00	21,600.00
Less ESIC - Co. Contribution	605.00	7,260.00
Gross Earnings	15,723.50	1,88,682.00
Less - PF - Employee (12% of Basic)	1,800.00	21,600.00
Less - ESIC - Employee	117.93	1,415.12
Less - Profession Tax	200.00	2,500.00
Net in hand Pay	13,605.57	1,63,166.88

1. The above compensation & benefits will be subject to the prevailing Income Tax rules. Accordingly, the applicable deductions will be on your account

D. G. Sawdhani  
Principal  
Nidgi, Pune - 411044

## R.G. ENTERPRISES

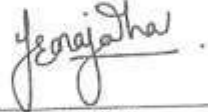
Supply of Manpower, Labours, Housekeeping Services

Dingrajwadi, Koregaon Bhima, Koregaon Bhima, PUNE 412216

Email Id: [rgenterprises010@gmail.com](mailto:rgenterprises010@gmail.com) / [compliancergent@gmail.com](mailto:compliancergent@gmail.com)



M/s. R G Enterprises  
Authorized Signatory



Mr. Pranav Jadhav  
Agreed, Accepted & Confirmed



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# R.G. ENTERPRISES

Supply of Manpower, Labours, Housekeeping Services

Dingrajwadi, Koregaon Bhima, Koregaon Bhima, PUNE 412216

Email Id: [rgenterprises010@gmail.com](mailto:rgenterprises010@gmail.com) / [compliancergent@gmail.com](mailto:compliancergent@gmail.com)

## Annexure – "B" w. e. f. Date of Joining

### Allowance Structure

ALLOWANCES	TSE
HQ - Per Day for Field Work upto 25 KM (Including Food & Travel)	190
EX HQ	200
Out Station	500
PER KM ONE WAY (More than 25 KM)	1.75

## Annexure – "C"

### List of Documents to be submitted

1. Updated resume
2. Two passport Photo
3. Copy of Aadhar & Passport (If Available)
4. Driving license
5. PAN card
6. Last organization experience & relieving certificate
7. Educational certificate as per resume
8. Bank statement showing last drawn salary along with pay slips for last 3 months.
9. Cancelled blank cheque
10. Copy of the resignation letter of last employment along with its acknowledgement / acceptance.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## MICRO LABS LIMITED

REGD. & CORPORATE OFFICE: # 31, RACE COURSE ROAD, BENGALURU 560 001, KARNATAKA, INDIA  
Tel : +91-80-2237 0451- 57 Fax : +91-80-2237 0463 CIN: U24232KA1973PLC002001 Website: www.microlabsttd.com Email : info@microlabs.in

MLL/ML14/TE/2024/OL/19370

30.11.2024

Mr. Pratham Umesh Pawar  
Survey no 17/1 a  
Dharvade vasti Ganesh Nagar  
Dinesh Provision stores  
Pune, Maharashtra - 411039

### Subj: Offer of Employment

Dear Mr. Pratham Umesh Pawar

This has reference to your application for employment in our company and the subsequent interview you had with us. We are pleased to offer you an employment with our organization in the Production department based at Eye Drops plant, Bommasandra, Bangalore, Bangalore. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The Company's standard Appointment Letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company, which shall be binding on you.

You are requested to join us latest by 24.12.2024 failing which this Offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the Organization.

You are required to submit the following documents at the time of joining :

- Joining Report
- Passport size photographs - 3 Nos.
- Photocopy of your educational Certificates – From SSLC onwards
- Proof of Date of Birth
- Pre-employment Medical Fitness Certificate from a Registered Medical Practicing Doctor
- Copy of Resignation and Relieving letter from immediate previous employer
- Last Salary Slip / Salary Certificate, as applicable
- Provisional Income and Tax deducted as source Certificate from the previous employer (if applicable) along with a copy of PAN card
- PF UAN from previous employer
- Copy of Aadhar Card

Kindly confirm your acceptance of joining on the duplicate copy of this Offer Letter.

Yours cordially,  
For MICRO LABS LIMITED,

Ramakrishnan .V.R  
Associate Vice President - Human Resources



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

This is system generated letter. ID: MXUGR2IM



**Micro Labs Limited**  
#31, Race Course Road, Bangalore - 560001.  
Salary Slip for the month of DEC 2024

Employee Information			
Name	Pratham Umesh Pawar	Date of Birth	19.07.2002
Emp No.	141058	DOJ	09.12.2024
Department	Production	PAN No.	FZEPP7969D
Location	Bengaluru	Bank Name	ICICI Bank
Designation	Management Trainee -	Account No.	318301514135
PF No.		UAN No.	
ESIC No.		Plant / Division	Plant - Eye Drops
Projected Annual Tax Information 2024-25, Tax Regime : New			
1)	Gross Salary		
	A) Salary		
	B) Perquisites	0.00	
	C) Additional Income	0.00	
2)	Total (1A + 1B + 1C)		
3)	Less : Allowance u/s/ 10		0.00
4)	Balance (2-3)		0.00
5)	Deduction		0.00
	A) Standard Deductions	50000.00	
	B) Entertainment Allowance	0.00	
	C) Tax on Employment	0.00	
6)	Income Chargeable Under the Head Salaries(4-5)	( 5A + 5B + 5C )	50000.00
7)	Add / Less any other income reported by employee		50000.00-
8)	Total Income (6+7)		0.00
9)	Deduction under Chapter VI-A		50000.00
10)	Total Taxable Income(8-9)	0.00	Approved
11)	Tax on Total Income		0.00
12)	Rebate Under Section 87A, if Applicable		0.00
13)	Surcharge		0.00
14)	Education Cess (On 11-12+13)		0.00
15)	Tax Payable (11-12+13+14)		0.00
16)	Total Tax Deducted		0.00
17)	Balance (15-16)		0.00

**Deduction Details (2024-25): -**

April	0.00	July	0.00	October	0.00	January	0.00
May	0.00	August	0.00	November	0.00	February	0.00
June	0.00	September	0.00	December	0.00	March	0.00



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy,  
Nidgi, Pune - 411044

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**Micro Labs Limited**  
#31, Race Course Road, Bangalore -560001,  
Salary Slip for the month of DEC 2024

Employee Information							
Name	Pratham Umesh Pawar			Date of Birth	19.07.2002		
Emp No.	141058			DOJ	09.12.2024		
Department	Production			PAN No.	FZEPP7969D		
Location	Bengaluru			Bank Name	ICICI Bank		
Designation	Management Trainee -			Account No.	318301514135		
PF No.				UAN No.			
ESIC No.				Plant / Division	Plant - Eye Drops		
Attendance							
Working Days	31.0	Paid Days	23.0	Leave Days	0.0	LOP Days	0.0
Earnings							
Description (A)	Actuals (B)	Earn (C)	Arrears (D)	Total (E = C + D)			
STI	8325.00	6177.00	0.00	6177.00			
HRA	4165.00	3090.00	0.00	3090.00			
Con	4045.00	3001.00	0.00	3001.00			
Attire	1500.00	1113.00	0.00	1113.00			
<b>Total Earnings</b>	<b>18035.00</b>	<b>18035.00</b>	<b>0.00</b>	<b>13381.00</b>			
Deductions							
Description (A)	Actuals (B)	Deduct (C)	Arrears (D)	Total (E = C + D)			
EPF	999.00	741.00	0.00	741.00			
IT	0.00	0.00	0.00	0.00			
ESI	136.00	101.00	0.00	101.00			
<b>Total Deductions</b>	<b>1135.00</b>	<b>1135.00</b>	<b>0.00</b>	<b>842.00</b>			
Loan Balance	0.00						
General Note :				Net Pay	12539.00		



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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## Genius Consultants Ltd.

Regd. & Corporate Office :  
1C, 1st Floor, Synthesis Business Park, Tower 2,  
CBD1, Adlon Area - II, New Town, Kolkata - 751 024  
CIN No. U74140WB1903PLC009066  
Ph. : 6607 5801 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

Date: 4<sup>th</sup> July 2024

Pratik Arun Chavan

Mumbai

Sub: - Offer Letter

Dear Pratik Arun Chavan,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 15<sup>th</sup> July 2024 as a Market Research Analyst.

Any changes in the joining date will be intimated to you further base on the client communication.

On joining you will be deputed at Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai). You need to join on 15<sup>th</sup> July 2024.

Your monthly gross salary will be Rs 24294/- Only.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai) on 15<sup>th</sup> July 2024.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by on or before 15<sup>th</sup> July 2024.

This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For Genius Consultants Ltd.

Authorized Signatory

\*\*\* The above terms are agreeable and acceptable. I will join on and from



Dr. P. D. Chaudhari  
Principal  
Madam College of Pharmacy  
Wagh, Pune - 411044



## Genius Consultants Ltd.

### Regd. & Corporate Office :

1C, 1st Floor, Synthesis Business Park, Tower 2,  
CBD1, Action Area - II, New Town, Kolkata - 75, INDIA  
CIN No. U74140WB1983PLC059566  
Ph. : 6607 5801 - 02  
E mail : [inquiry@geniusconsultant.com](mailto:inquiry@geniusconsultant.com)  
Web : [www.geniusconsultant.com](http://www.geniusconsultant.com)

### ANNEXURE-1

Particulars	Monthly	Annually
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
<b>Gross Salary</b>	<b>24294</b>	<b>291528</b>
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
<b>Net Salary</b>	<b>22284</b>	<b>267408</b>
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
<b>CTC</b>	<b>26250</b>	<b>315000</b>



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Offer: BUSINESS PROCESS SERVICES  
Ref: TCSL/DT20234767899/Mumbai/BPS/BTN  
Date: 19/08/2024

Ms. Pratiksha Mahadev Pawar  
Harshal residency flat no 8 Chinchwad Pune 411019

Dear Ms. Pratiksha Mahadev Pawar,

Sub : Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with Tata Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. 14,160/- per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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Principal  
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Nidgi, Pune - 411044

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400729  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



## OTHER BENEFITS

### 1. Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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

## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate-office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nival Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084751

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



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Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax: 91 22 6778 3390 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narman Building, Narman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



**9. Notice Period:**

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

**10. Medical Test:**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.

**11. Background Check:**

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

**12. Submission of Documents:**

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

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

**13. Initial Learning Programme (ILP)**

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

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

**14. Letter of Appointment**

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

**15. Personal Data Processing:**

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

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



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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

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



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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3060 Fax 91 22 6778 3309 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC054781

**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No. **TCSL/DT20234767899/Mumbai/BPS/BTN** on \_\_\_\_\_ (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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Corporate Identification No. (CIN): L22210MB13995PLC084781



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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



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Dr. P. D. Chaudhari  
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Modern College of Pharmacy  
Nidgi, Pune - 411044 7



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 8

Private and Confidential  
TCSL/DT20234767899

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22240MH1995PLC04781



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

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

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

**7. 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.

**8. 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.

**9. Equitable Rights**

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Wellington Godrej & Boyce Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400770  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3389 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Mittal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



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.

**10 - General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:



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**TATA CONSULTANCY SERVICES**

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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

10

Offer Letter

Dear **Rajshree Kale**,

We are pleased to offer you the full-time position of **Trainee in AR** at **EMPClaims**. We believe your skills and experience are an excellent match for our company. We believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest. We expect your joining from effective **07-10-2024** on the following terms and conditions:

**1. Placement & Compensation**

You will be placed at the Company's appropriate band/responsibility level and entitled to compensation (salary and other applicable benefits). Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. However, the management reserves the right to bifurcate the salary by merging or bifurcating with any other allowances.

**2. Posting & Transfer**

Your initial posting will be at Ahmedabad. However, your services are liable to be transferred, at the sole discretion of Management, in such other capacity as the company may determine, to any department/section, location, associate, sister concern, or subsidiary, at any place in India or abroad, whether existing today or which may come up in future. In such a case, you will be governed by the terms and conditions of the service applicable at the new placement location.

**3. Probation**

You will be on probation for a period of six months. The probation period can be extended at the discretion of the Management, and you will continue to be on probation until an order of confirmation has been issued.

**4. Termination of employment**

During the probationary period and any extension thereof, your services may be terminated by the company by giving written notice, but you will have to give one month's notice. However, on the confirmation, the services can be terminated from the company side by giving 15 days' notice, but you will have to give 30 days' notice or salary in lieu thereof.

**5. Leave**

You will be entitled to leave as per the law in force and as laid down in the Standing Orders of the company. During probation period leaves are not allowed to be taken. The company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

**6. Medical Fitness**

This offer is subject to your being, and remaining, medically fit.

Your offered annual salary would be **INR 3,36,000**, i.e. inclusive of Fixed as **INR 2,83,200** + NSA **INR 52,800** (Night Shift Allowance would be based on present working days in a month, applicable on 6:00 pm to 3:00 am shift) in which deductions of professional tax, Provident Fund (EPF), ESIC that (if) you are liable for. For the detailed annexure you can find below:

EARNINGS	MONTHLY	ANNUALLY
Basic	INR 12,980.00	INR 1,55,760
HRA	INR 7,139.00	INR 85,668
Special Allowance	INR 194.50	INR 2,334
Gratuity	INR 624.33	INR 7,492
Bonus Allowance	INR 1,081.17	INR 12,974
Sub Total (a)	INR 22,019.00	INR 2,64,228.00
PF - Employer (b)	INR 1,581.00	INR 18,972.00
Total Earnings (a+b)	INR 23,600.00	INR 2,83,200.00

**EMPClaims Pvt. Ltd. | Medical Billing Services Company**

Mob: +91 93271 30896 Ph: 079 4800 6181 hr@empclaims.com www.empclaims.com

Block A-303, Balleshwar Square, Ison Cross Road, Off G, G-Highway, Near Sales India, Ahmedabad-380016

GST: 24AAHCE4871F1ZO CIN: U82990GJ2023PTC139723

Deductions	MONTHLY	ANNUALLY
PF Employee	INR 1,581.00	INR 18,972.00
Professional Tax	INR 200.00	INR 2,400.00
Total Deductions (c)	INR 1,781.00	INR 21,372.00
NET PAY [(a+b) - c]	INR 20,238.00	INR 2,42,856.00

ADDITIONAL ALLOWANCES	MONTHLY (INR)	YEARLY (INR)
Night Shift Allowance* (d)	INR 4,400	INR 52,800

\*NSA is applicable in 6pm to 3am shifts only

<b>CTC [(a+b) +d]</b>	<b>INR 28,000</b>	<b>INR 3,36,000</b>
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NOTE: Net Pay above does not include Taxes or Other deductions (if any).

Best Regards,

EMPClaims Pvt. Ltd.  
Team HR

Employee Signature & Date

I Rajashree Kale state that I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

**Important Note:**

- If the Candidate fails to join on the given date this Offer Letter will be treated as null and void. In case you foresee any delay in joining, then you're required to inform us in advance.
- It is expected that individual compensation packages will not be shared with other employees.
- The above-mentioned compensation amount is subject to change without affecting emoluments adversely.
- Applicable tax and government dues such as Professional Tax, PF, and Income Tax would be borne by the employee.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

EMPClaims Pvt. Ltd. | Medical Billing Services Company

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GST: 24AAHCE4871F1Z0 CIN: U82990GJ2023PTC139723

VHPL/HR/ LOA/2024

**LETTER OF APPOINTMENT & TERMS OF EMPLOYMENT**

Name of the Employer: **VITAMYSTIC HEALTHCARE PVT. LTD.**  
Name of the Employee: **Mr. Rajesh Gutte**  
Address of the employee: **Harpale vasti, Bhekrai Nagar, Pune 412308**

Dear Mr. Rajesh Gutte

With reference to your application and the subsequent interview, you had with us, we are pleased to appoint you as a **Business Executive – B.E.** in our organization with effect from **05<sup>th</sup> August 2024** You will be reporting to **Regional Sales Manager, Pune.**

Your appointment is subject to the terms and conditions contained herein below and the terms set out in Annexure 'A' enclosed herewith: -

**1. PROBATION:**

The period of probation will be **6 (six) months** with effect from your date of joining, which can be extended if deemed necessary at the sole discretion of the management.

**2. CONFIRMATION:**

On completion of the Probation period, you shall not become permanent automatically, for that you are required to apply in writing to the management for confirmation. On receipt of your letter and after going through your records in consultation with your superiors, the management may, at its sole discretion, either extend your probation for the period it may deem fit or decide to confirm you as a permanent employee or consultant on basis of your work. You will not be deemed to be permanent in the services of the company unless you are so confirmed in writing.

**3. SALARY, PERQUISITES AND ALLOWANCE DURING PROBATION PERIOD:**

During the probation period, you will be eligible for **Rupees Two Lakh One Hundred Twenty-Nine per annum**, to be broken up into various subheads as per Annexure 'B' attached.

All information regarding your remuneration and terms of employment are confidential and you shall not divulge any content to any company employee except to your appropriate superior authorities.  
Field allowance eligibility is as per prevailing policy.

**4. SALARY, PERQUISITES AND ALLOWANCE ON CONFIRMATION:**

Your salary is fixed based on the assessment of your performance.

Allowances (Daily allowances and other field allowances) are fixed and eligibility is as per prevailing policy for which you can reach out to your concern HR manager.



*Rajesh Gutte*  
(Signature of employee)



**5. INCREMENTS:**

The performance appraisal process will be applicable as per the eligibility. The increment will depend on the discretion of the Management and particularly on various factors like general behavior, aptitude for the job, efficiency shown, conduct towards superiors, attendance and results achieved etc. Kindly note that the Management reserves its right to not give any appraisal any year for reasons it may deem appropriate.

**6. FARE:**

In case you are required to travel outside your work location, the fare payable to you will be as per Standard Fare Chart (S.F.C.) and travel fare policy of the Company which will be communicated to you by a separately.

**7. AREA OF ACTIVITY AND TRANSFER:**

Your head quarter will be at PCMC. You are liable to be transferred to the area assigned to you by the Management and / or such other territories anywhere in India as the Management may, from time to time, deem necessary at their sole discretion. Further, Management reserves the right to place/ transfer you temporarily/ permanently in any department/ office or subsidiaries or associate companies of VITAMYSTIC HEALTHCARE PVT. LTD. at its discretion from time to time. Your refusal for such transfer will be considered as your unwillingness to serve the Company and in such case Management will be free to terminate your services by giving 30 days' notice or salary in lieu thereof.

You may be required to attend Mumbai office or any other Head Quarters from time to time either for instructions or for any other official purpose or to attend meetings arranged at anywhere in India and you will not refuse to do so. In such cases, you will be paid travelling expenses by shortest route and daily allowances as per Clause 4 – II herein above.

**8. CHANGE IN THE ADDRESS:**

In case of any change in your address for communication during the course of your employment with the Company and whenever necessary, it shall be your duty to intimate the same in writing within 3 days from the date of such change. All the communication sent by the Company at the last given address shall be deemed to have been received by you at the correct address.

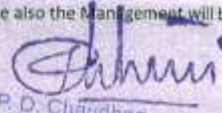
**9. LOSS IN LIEN:**

If your frequent absenteeism, without leave and without prior written permission is reported and/or observed by the management, the Management will be entitled to exercise its discretion to remove the lien on your appointment unless you explain to the satisfaction of the Management about the grounds of your inability to resume your duty with sufficient proof.

It is expressly agreed that the Management will be the sole judge about the explanation that may be tendered by you in this respect as to whether the same is beyond the period of leave originally granted, or subsequently extended, you are liable to lose your lien on your appointment unless you return within 8 (eight) days of the expiry of the sanctioned leave and explain to the satisfaction of the Management your inability to resume duty immediately on expiry of your leave, but in case also the Management will be the sole judge to decide the validity of your explanation.

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Dr. P. D. Chaudhan  
Principal  
Modern Chain of Pharmacy  
Nidgi, Pune - 411044  
(Signature of Employee)

**10. RESIGNATION:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

On your confirmation if you are desirous of leaving the service, you shall give one-month notice in writing to the Company. If you leave the service without giving one month's notice, the Company shall be entitled to deduct, one month's salary for the dues payable to you and also the loss, if any, which the Company has suffered or is likely to suffer on account of your abruptly leaving the Company. In case of resignation tendered by you, you will not be relieved of your duties unless your resignation has been accepted in writing by the Company and unless you hand over the complete charge of your job as well as all the material, articles, and things belonging to the Company that may have come in your possession during your employment, to the Management or the superiors concerned or to whomsoever the Management authorize. Also, you have to submit N.O.C. of company authorized stockiest in your Territory.

**11. LEAVE & HOLIDAYS:**

You will be entitled to earned leave and sick leave as per the Leave Policies of the company.

As regards Holidays and other leaves are concerned, you will be entitled to the said facilities as per the policies of the Company.

**12. GENERAL:**

- a) You shall devote your whole time and attention exclusively to on the job of the Company and you shall neither take up other part time nor full time work., whether for remuneration, or not, or whether during working hours or not or during leave, holidays etc, nor you will engage yourself in any other business of your own or as an agent for others.
- b) You will maintain during the subsistence of your employment and thereafter complete secrecy with regard to the Company's affairs and shall not disclose to any person or persons any of the Company's trade secrets or any information regarding the Company's activities.
- c) You will be bound to carry out the orders issued to you by Mumbai office or your supervisors (if appointed) from time to time and to work for the Company or with any sister or associate concern or companies, whether existing at present or which may come into existence in future and in the event of the constitution or the structure of the Company undergoing any transformation such firm or company, as the case may be, you will also work and canvas for the products of the company as well as the other companies for which the Company obtain Distribution, Selling or Propaganda Rights or as per discretion and orders of the Company.

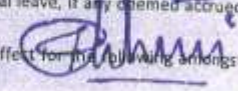
**13. TERMINATION OF SERVICES:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

However, after confirmation, the company may terminate your services by giving you 30 days' notice in writing or salary in lieu thereof in case termination is with immediate effect. Subject to the laws and rules in force, the Company will have a right to determine such notice as annual leave, if any deemed accrued to you and ask you to proceed on leave forthwith.

Your services are liable to be terminated or dispensed with immediate effect for the following amongst other acts:

- i. **MEDICAL FITNESS:** During the tenure of your regular services, in case the Management feels that you are physically or mentally unfit to be continued in the employment, you will be

  
Principal  
(Signature of Employee)  
Mumbai College of Pharmacy  
Nidgi, Pune - 411044



subjected to medical examination by the doctor appointed by the Company for the purpose. If you are found medically unfit to be continued, on receipt of such report, the Management will be free to terminate your services by giving one month's notice in writing or one month's salary in lieu thereof. Your refusal to get examined by the Doctor of the Company's choice will give the Management a right to terminate the contract of service as aforesaid

- II. If it is found at any time during the tenure of your employment that any of the information furnished by you to the Management at the time of your appointment or any time thereafter is incorrect or false.
- III. If at any time because of your acts or omissions in connection with your duties, employment, business of the company etc, the Management loses the confidence in you.
- IV. If you are convicted for any act committed by you or if you are arrested for any act involving turpitude.
- V. If you are found committing breach of this agreement.
- VI. If you are found to be suffering from any contagious diseases.
- VII. If you are found making statements orally or in writing or allegation against the Company, its Directors or Executives knowing the same to be false which in the opinion of the Management will have the effect of lowering the prestige of the Company, its Directors or Executives.
- VIII. If you are found engaged in any other business, trade or profession during your employment with the Company in your own capacity or in association with other person or persons, whether such activities conflict with the interest of the Company or not.
- IX. If you are unable to fulfill the sales target which will be fixed keeping in view the practical and average rise in turnover of the products of the Company.

You are liable to disciplinary action in accordance with law, as may be applicable, if you are reported to have committed any misconduct.

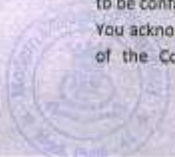
In case you are suspended for any misconduct or such acts which are similar to misconduct in the opinion of the Management in which case you will not be entitled to any salary and allowances during the period of your suspension.

The Director of the Company or any other authorized person on behalf will have a right to issue the necessary order including the order of termination to you.

**14. CONFIDENTIALITY:**

In connection with your engagement with Company, you may receive, produce, or otherwise be exposed to Company's trade secrets, business, proprietary and/or technical information, including, without limitation, business plans or projections, hardware and software designs or engineering techniques, software including listings, source code, screen formats and flow charts, discoveries, inventions (whether patentable or not), know-how, show-how, research plans and projects, pricing policies, cost information, supplier and customer lists and contracts, manufacturing techniques, applications and service policies, financial and sales performance data, personnel information, and all derivatives, improvements and enhancements to any of the above (including those derivatives, improvements and enhancements that were created or developed by you during your tenure of employment), in addition to all information Company receives from others under an obligation of confidentiality (individually and collectively "Confidential Information"). Confidential Information shall also include any other information considered to be confidential by the Company and all information, which has not been made public.

You acknowledge that the Confidential Information is the sole, exclusive and extremely valuable property of the Company. Accordingly, you agree not to reproduce any Confidential Information without



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Company's prior written consent, not to use the Confidential Information except in the performance of your service, and not to divulge all or any part of the Confidential Information in any form to any third party, either during or after the tenure of your service. Upon your termination of service, you shall cease using and return to Company all whole and partial copies and derivatives of the Confidential Information in your possession.

**15. AGE OF RETIREMENT:**

Age of retirement from the services will be 58 years. Your date of birth as per our record is 12/12/2001 which has been collected from the legal identity and address proofs submitted by you.

**16. JURISDICTION:**

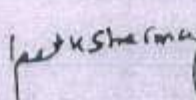
You will be governed by the Office at Mumbai, which will have ultimate control on all your activities. Your salary will be deemed to have been paid at Mumbai and for all the purposes your appointment also will be deemed to have been made at Mumbai. In case of any dispute /grievance arising out of employment under this Appointment the same shall be mutually discussed and settled, failing which the courts at Mumbai shall have exclusive jurisdiction.

In token of having accepted the above terms of service, you are requested to sign on the duplicate copy of this letter and return the same.

We wish you a long and successful career with us.

Yours sincerely,

For VITAMYSTIC HEALTHCARE PVT. LTD.



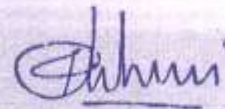
(Authorized Signatory)



I, Mr. / Ms. / Mrs. \_\_\_\_\_ do hereby state that I have read and understood the aforesaid terms and conditions of my employment and I am signing on the duplicate copy of this appointment letter in token of having accepted the terms and conditions.

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

1



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune (Signature of Employee)

ANNEXURE-A

WORK NORMS TO BE IMPLEMENTED BY BUSINESS EXECUTIVE

The BUSINESS EXECUTIVE should implement and abide by the following work-norms for result oriented and disciplined field work, to achieve higher productivity, efficiency and customer service to increase and enhance the prestige, goodwill and image of the Company.

1. CALL ON DOCTORS: (Average calls per day - 10)

The BUSINESS EXECUTIVE will make maximum number of calls in person as per the advice and instructions of the Company or his / her superior given from time to time and will work from morning till afternoon and from evening till night under normal circumstances.

2. VISIT TO CHEMISTS/ PHARMACIES: (Average calls per day -6)

The BUSINESS EXECUTIVE should try to book as many orders as possible from Chemists/Pharmacies. Also, he / she should explain our promotional programs.

3. REGULARITY AND DAILY WORK:

The BUSINESS EXECUTIVE should regularly fill and post information in the forms decided upon by the Management from time to time such as:

a. Daily work Report System:

Daily reports should be duly updated on call to call basis in online reporting system on working days.

b. Tour Program Charts:

It is to be duly filled and should be updated in system before 15<sup>th</sup> of the preceding month. The BUSINESS EXECUTIVE will adhere to the Tour Program submitted by him / her. In case of any deviation from the tour program under unforeseen circumstances, the BUSINESS EXECUTIVE will inform the superior / office by a letter/ mail giving reasons.

c. Expense Statement:

The Expense claim should be made as per prevailing Travel and Allowance Policy provided by the organization.

d. Samples, Literature & Stationery Stock Statement:

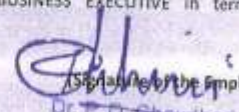
You will be provided with necessary promotion material, identity/visiting cards, product literature, training manuals, stationery etc. In the event of your leaving the Organization by way of resignation, retirement, termination or any reason whatsoever, you shall return all the Organization's property in your possession such as and including printed stationery, unutilized samples, visual aids, detailing folders, guidebooks, articles, gadgets, detailing, bag, identity cards, NOC from Wholesales & Stockiest, imprest cash/ advance, if any, and/or any other articles to the person nominated by the Organization and your dues shall be settled only on receipt of the Organization property. In case if you fail to return the company's property as instructed, the company will be at liberty to recover amount equivalent to the cost of the property or a lump sum amount to be decided by the company from your full and final settlement dues including gratuity, without further reference to you.

4. BROAD WORKING PATTERNS:

The broad working pattern and responsibilities of the BUSINESS EXECUTIVE in terms of implementation are listed below:

f



  
(Signed as an Employee)  
Dr. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

- I. To judiciously use physicians' samples, literature, stationery and sales promotion articles provided to them by the Management for distribution amongst Doctors as per instructions from time to time.
- II. To book orders from Doctors, Chemists, Government and Semi-Government Hospitals and Institutions as per terms and conditions of the Company in practice from time to time.
- III. To co-operate with the Management by requesting the stockiest to retire the documents in time and by following up recovery of payments from the Government and other Institutions and to maintain good relations with the trade so as not to damage the Company's prestige.
- IV. To equip himself / herself and keep up-to-date with adequate product knowledge and Company's products and shall remain fully acquainted with the competitors' products and sales promotion activities and will provide proper feedback in this respect to the Head Office.
- V. To actively participate in the sales conferences, sales meetings, refresher courses conducted by the Company and to study properly and reply in time to all postal refresher courses, sales letters and other postal/ online training programs.
- VI. To co-operate with the Management in increasing sales turnover and achieve sales target set up for individual BUSINESS EXECUTIVE.
- VII. To make available sales statistics supplied by the Company to the individual BUSINESS EXECUTIVE at the time of discussion during the sales meetings or sales conferences or directly as and when required apart from regular monthly statements.
- VIII. To comply with the directives of the Company and extend all co-operation to the respective supervisory staff and the Company's officers, and Executives, while working on the field and in promoting sales of the Company's products and to comply with the directives of the Company in special assignments to work out at any selected center or center in India, to attend to Trade Meetings, Conferences, Exhibitions and attend work as may be entrusted as and when instructed by the Company.
- IX. To direct his / her efforts and activities for the promotion and increase of sales of Company's products keeping adequate pace with the growth of the pharmaceutical industry in the country on the whole and bearing in mind its potentiality of individual products of the Company.

The Management is at liberty to amend or modify the work norms from time to time; may be necessary in the interest of business and such norms as amended will be binding on the BUSINESS EXECUTIVE.

For VITAMYSTIC HEALTHCARE PVT. LTD.

(Authorized Signatory)



*Signature*

I, Mr./Ms. \_\_\_\_\_, have studied the above work norms to be implemented by me and I agree to implement the same.

2/2

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nugi, Pune -411044

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Annexure B

Compensation structure

Employee Name	Mr. Rajesh Gutte	
Designation	Business Executive	
Job Location	Hadapsar Pune	
Components	Per Month	Per Annum
Basic Salary	10,500	1,26,000
House Rent Allowance	1,575	18,900
Special Allowance	1,475	17,700
Gross Salary	13,550	1,62,600
<b>Deductions</b>		
Employee Provident Fund	1,437	17,244
ESI	102	1,220
Professional Tax	200	2,500
Net Salary (in hand)	11,811	1,41,637
Employer Provident Fund	1,437	17,244
ESI	440	5,285
Cost To Company	15,427	1,85,129
Statutory Bonus		11,000
Mediclaime		4,000
<b>Total Cost To Company</b>		<b>2,00,129</b>

Please Note:

- Gratuity - Applicable as per the Payment of Gratuity Act.
- Income Tax - Applicable as per the Income Tax Act.
- Bonus - As per the Bonus Act, shall be payable on annual basis & would be subject to actual earnings and successful completion of Probation.
- Annual Compensation Review - Shall be based on overall performance of individual & business with subject to successful completion of Probation on & before 31st January.
- Medical insurance - Covered under Group Mediclaim Insurance Policy.
- We recruit only graduate students for the post of "Business Executive"
- You have informed us that the final result for your graduation is awaited, which will be announced in August 2024. Hence please note your continuation of services with us is depending upon your completion of graduation. If you fail to complete your graduation, then continuation of your services will be at the discretion of the management.
- In the event you leave the company within one year from the date of joining. (irrespective of your services being confirmed or not) an amount of Rs. 35,000/- shall be deducted from your final settlement as cost being incurred for your recruitment, training and induction, On/Off Job Training.

Sincerely,

*Jee K Sharma*  
(Authorised Signatory)



Employee Acceptance:

Signature:

Date:

*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Offer: BUSINESS PROCESS SERVICES  
Ref: TC SL/DT20234767884/Mumbai/BPS/BTN  
Date: 19/08/2024

Ms. Riya Shivaji Shirke  
IBS/39, Ruston Colony, Bijalinagar road, Chinchwad, Pune -411033

Dear Ms. Riya Shivaji Shirke ,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.


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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
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Corporate Identification No. (CIN): L22219MH1995PLC054781

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## OTHER BENEFITS

### 1. Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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

## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

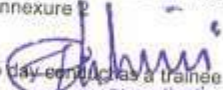
**7. Confidentiality, Data and Intellectual Property Protection:**

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

**8. TATA Code of Conduct:**

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



  
Dr. P. B. Choudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

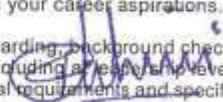
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Corporate Identification No. (CIN): L22210MH1995PLC084791



- 9. Notice Period:**  
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.
- 10. Medical Test:**  
You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.
- 11. Background Check:**  
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.
- 12. Submission of Documents:**  
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.
- 13. Initial Learning Programme (ILP)**  
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.
- As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.
- 14. Letter of Appointment**  
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy
- 15. Personal Data Processing:**  
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.
- It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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

**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No TCSL/DT20234767884/Mumbai/BPS/BTN on \_\_\_\_\_ (MMM/DD/YYYY), I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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**TCSL/DT20234767884**

**Dr. P. D. Chaudhari**  
**Principal**  
**Modern College of Pharmacy**  
**Nidgi, Pune - 411044**

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Tata Consultancy Services Limited

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## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations


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

#### 3. Intellectual Property Rights

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



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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

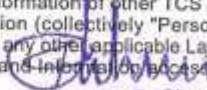


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Dr. P. B. Chaudhari  
Principal  
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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

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

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

**7. 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.

**8. 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.

**9. Equitable Rights**

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat



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Wellspring Centre & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6775 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narval Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC054781

Dr. P. D. Chaudhari  
Principal  
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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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:

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Registered Office: 9th Floor, Narimal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



Offer: BUSINESS PROCESS SERVICES  
Ref: TCSLDT20234767874/Mumbai/BPS/BTN  
Date: 19/08/2024

Ms. Swapnali Laxman Shedge

89  
Near Railway Gate  
Dongargoon  
Lonavala-410401  
Maharashtra  
Tel# 91-9881933756

Dear Ms. Swapnali Laxman Shedge,

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

Thank you for exploring training opportunities with Tata Consultancy Services Limited(TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. 14,160/- per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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Registered Office: 9th Floor, Narval Building, Narval Point, Mumbai-400 521  
Corporate Identification No. (CIN): L22210MH1905PLC084791



#### OTHER BENEFITS

**1. Health Insurance Scheme**

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

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

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

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

**2. Professional Memberships:**

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

**3. Social Security - Employees' State Insurance:**

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

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

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

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

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

**5. Night Shift Stipend:**

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

**6. Process Specific Stipend:**

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

#### TERMS OF TRAINEESHIP

**1. Traineeship Pre-requisites**

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

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Registered Office: 9th Floor, Nivalal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22218MH1999PLC004781



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Wellspring Garden & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikasari West, Mumbai - 400079  
Ph: +91 22 6778 2000 Fax: 91 22 6778 2300 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narcol Building, Mainway Road, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC004783



**9. Notice Period:**

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

**10. Medical Test:**

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.

**11. Background Check:**

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

**12. Submission of Documents:**

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

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

**13. Initial Learning Programme (ILP)**

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

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

**14. Letter of Appointment**

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

**15. Personal Data Processing:**

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

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



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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22219MH1999PLC008701



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



Click Here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Acceptance

Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms



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Registered Office: 9th Floor, Nandol Building, Harman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1920PLC004781



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20234767874/Mumbai/BPS/BTN** on \_\_\_\_\_ (MMM/DD/YYYY).  
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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Corporate Identification No. (CIN): L22218MH1995PL1C004721



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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

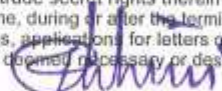
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Principal  
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Nidgi, Pune - 411044





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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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

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Nidhi, Pune - 411044



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

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

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

#### 7. 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.

#### 8. 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.

#### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

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Dr. P. D. Chaudhari  
Principal  
Madam College of Pharmacy-9  
Nidgi, Pune - 411044

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plaza No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax: 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Marol Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1999PLC084781



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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:

**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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**TATA CONSULTANCY SERVICES**  
Tata Consultancy Services Limited  
Welspunng Garden & Boyce Complex Plant No T2, Gate No-4, LBS Marg Vikasur West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narimani Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22216MH1995PLC084781

# Advantmed

To,  
Tanuja Patil

Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Tanuja,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

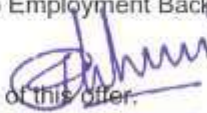
\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Page 1 of 8

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

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

Name: Tanuja Patil

Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 Page 2 of 8

**Annexure 1  
COMPENSATION DETAILS**

Name of Employee: Tanuja Patil  
 Designation: Medical Coder  
 Band: E1/A1  
 Department: Medical Record Review (24\_09)  
 Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹34.00	₹1,608.00

*(Signature)*

Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

**Annexure 2**  
**JOINING FORMALITY DETAILS**

Please note, on the day of Joining:

1. Please report on time.
2. Bring all original documents and clear photocopies with you for document verification purpose, the original documents will be returned to you.
3. In case of any concern/queries, please connect with your recruiter on +91-7874418329 - Hiren Shah

Sr No	Particulars (Bring Original Document + Photocopy of Document)	Proof
1	Identification & Address Proof (anyone)	Passport
		Aadhar Card (Mandatory)
		Driving License
		Voter ID
2	Bank Formality (all documents compulsory)	PAN Card
		2 Passport Size Photographs
3	Education Documents (All applicable documents)	10th Mark sheet
		12th Mark sheet
		School Leaving Certificate
		Graduation: Degree / Diploma & All



Dr. P. D. Chaudha **Page 5 of 8**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



	compulsory)	Semester Mark Sheets
		Post-Graduation: Degree / Diploma & All Semester Mark sheets
4	Work Experience Documents (Current/Last Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement
	Work Experience Documents (Previous Company)	Appointment Letter
		Relieving Letter
		Experience Letter
		Last 3 months pay slip/Bank Statement



*Dr. P. D. Chaudhari*

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Dr. P. D. Chaudhari  
Principal  
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Nidgi, Pune - 411044

**Annexure 3**  
**BACKGROUND CHECK DISCLOSURE, AUTHORIZATION AND RELEASE**

**NOTICE**

As part of the Company's ongoing security efforts and to ensure a safer environment for our employees, visitors and stakeholders; company policy requires that a background check to be conducted on final candidates for staff appointments, temporary employees, interns and trainees. Current employees who changes jobs due to promotion, lateral transfer or reassignment or who undertakes new duties that permit a background check may also be subject to such checks. Back ground check may be conducted in a random manner as well.

Current employees must notify the Company within 5 days of receipt of court notice/police summons/ arrests because of any criminal offenses and are subject to the verification.

Any negative Back ground check and Drug screening will lead to cancellation of employment offer or promotion offer or may lead to disciplinary action up to or including separation.

**DISCLOSURE**

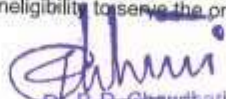
This document, which you should read carefully, has been provided to you because the company may obtain information about you for employment purposes from various agencies. Thus, you may be the subject of a "Verification Report" and/or an "Investigative Verification Report" which may include information verification including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. The scope of this notice and authorization is all-encompassing, however, allowing the company to obtain from any outside organization all manner of verification reports and investigative verification reports now and throughout the course of your employment.

**AUTHORIZATION & RELEASE**

I, hereby authorize **Advantmed India LLP** and/or its agents/employees to make an independent investigation including but may not be limited to information regarding your character, general reputation, personal characteristics, credit standing and/or mode of living, credit history, criminal history, motor vehicle records ("driving records"), verification of your education or employment history, personal or professional reference checks, licensing or certification checks, etc. Including those maintained by both public and private organizations and all public records. The purpose of this authorization is to confirm the information contained on my Application and to obtain other information which may be material to my qualifications for service as an employee now and, if applicable, during the tenure of my employee service with the company.

To facilitate the background screening, I agree to provide the company with my full name, date of birth, and other personal information requested on the Background Screening Disclosure Form. I understand that my failure to provide this authorization or information may result in my ineligibility to serve the organization.



  
Dr. R. D. Chaudhari

Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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I approve release of any kind of information requested by **Advantmed India LLP**, for verification purpose. I agree that I will not hold any organization accountable for releasing any information about me to **Advantmed India LLP**. I appeal the organizations to cooperate with the verification details and do the needful.

I have carefully read and understand this **Background Check Disclosure, Authorization And Release** and, by signing below, I authorize **Advantmed India LLP** to collect all required information regarding me from all available resources, institutes, and companies.

Full Name: **Tanuja Patil**

Driving License Number / PAN card Number/Passport Number: \_\_\_\_\_

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

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



Dr. P. D. Chaudhari  
Principal  
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8/24, 3:41 PM

Gmail - Fwd: Training



modern college nigdi training and placement <mcopnigdi.tpo@gmail.com>

**Fwd: Training**

1 message

Trupti Bhangare <truptibhangare03@gmail.com>  
To: mcopnigdi.tpo@gmail.com

Fri, Aug 23, 2024 at 10:56 AM

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

From: **Atas Syntel** <nair.atosindia@gmail.com>  
Date: Tue, 30 Jul 2024, 09:50  
Subject: Training  
To: Trupti Bhangare <truptibhangare03@gmail.com>

Dear Student,

This is inform you that your profile is Medical Coading ( Healt Care ) domain was done. Your annual CTC is on 4.25 LPA.

Your training will start on 5th August 2024 in the morning.

Please reply this mail for your confirmation that we'll share you offer letter.

Thanks & Regards



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044



## Genius Consultants Ltd.

Regd. & Corporate Office :

1G, 1st Floor, Synthesis Business Park, Tower: 01

GDH, Action Area - II, New Town, Kolkata - 75, INDIA

CIN No.: U74140WB1993PLC009500

Ph. : 9607 5801 - 02

E mail : enquiry@geniusconsultant.com

Web : www.geniusconsultant.com

Date: 4<sup>th</sup> July 2024

Vaishnavi Dadarao More

Mumbai

Sub: - Offer Letter

Dear Vaishnavi Dadarao More,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 15<sup>th</sup> July 2024 as a Market Research Analyst.

Any changes in the joining date will be intimated to you further base on the client communication.

On joining you will be deputed at Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai). You need to join on 15<sup>th</sup> July 2024.

Your monthly gross salary will be Rs 24294/- Only.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai) on 15<sup>th</sup> July 2024.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by on or before 15<sup>th</sup> July 2024.

This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For Genius Consultants Ltd.

Authorized Signatory

\*\*\* The above terms are agreeable and acceptable. I will join on and from \_\_\_\_\_

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





## Genius Consultants Ltd.

Regd. & Corporate Office :  
1C, 1st Floor, Synthesis Business Park, Tower at  
CBD1, Acton Area - II, New Town, Kolkata - 757, INDIA.  
CIN No: U74140WB1903PLC059586  
Ph. : 6607 5801 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

### ANNEXURE-1

Particulars	Monthly	Annualy
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
<b>Gross Salary</b>	<b>24294</b>	<b>291528</b>
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
<b>Net Salary</b>	<b>22284</b>	<b>267408</b>
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
<b>CTC</b>	<b>26250</b>	<b>315000</b>



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Offer: BUSINESS PROCESS SERVICES**  
**Ref: TCSL/DT20234767889/Mumbai/BPS/BTN**  
**Date: 19/08/2024**

Ms. Vaishnavi Machindra Shingade  
Shri Nath nivas , Chinchwad Nagar Chinchwade Pune -411018

Dear Ms. Vaishnavi Machindra Shingade,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited (TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month. You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
PH: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.offices@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC024781

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411041



#### OTHER BENEFITS

**1. Health Insurance Scheme**

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

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

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

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

**2. Professional Memberships:**

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

**3. Social Security - Employees' State Insurance:**

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

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

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

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

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

**5. Night Shift Stipend:**

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

**6. Process Specific Stipend:**

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


#### TERMS OF TRAINEESHIP

**1. Traineeship Pre-requisites**

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



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 2

#### **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No. 12, Gate No. 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax: 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781





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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 1.

**8. TATA Code of Conduct:**

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



*[Signature]*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Niramal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC064781



- 9. Notice Period:**  
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.
- 10. Medical Test:**  
You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.
- 11. Background Check:**  
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.
- 12. Submission of Documents:**  
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.
- 13. Initial Learning Programme (ILP)**  
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.
- As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.
- 14. Letter of Appointment**  
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy
- 15. Personal Data Processing:**  
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.
- It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including a 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.



*[Signature]*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044.

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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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



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**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20234767889/Mumbai/BPS/BTN** on \_\_\_\_\_ (MMM/DD/YYYY). I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

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



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune:- 411044



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

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

#### 7. Restriction on Associate's Rights

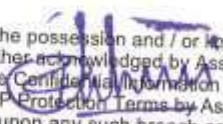
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or 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.

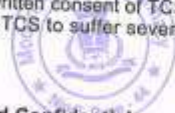
#### 8. No License

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.

#### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

  
Dr. P. D. Chaudhari  
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Modern College of Pharmacy  
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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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:



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4<sup>th</sup> September 2024

To,

**Vaishnavi Lokhande,**

**Re: Letter of Appointment with ProductDossier Solutions (India) Pvt. Ltd.**

**Dear Vaishnavi,**

We are pleased to offer you the position of "Market Research Executive" with ProductDossier Solutions (India) Pvt. Ltd. ("ProductDossier"). The purpose of this letter is to describe the general terms and conditions of your employment with ProductDossier.

**Start of Employment**

Your employment with ProductDossier will commence on **11<sup>th</sup> September 2024**. Your base location would be Pune.

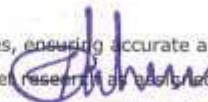
**Training Period**

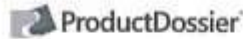
Your probation period will be 12 months from your date of joining.

**Job Responsibilities:**

- Conduct comprehensive market research to identify leads, analyze market trends, and understand customer preferences.
- Collect and analyze data on consumers, competitors, and market conditions for informed decision-making.
- Prepare detailed reports and presentations based on research findings to support business strategies.
- Assist the marketing team in developing lead generation strategies through research-driven insights.
- Monitor industry developments and provide updates on emerging market trends and opportunities.
- Identify potential business opportunities through thorough data-driven analysis.
- Collaborate with sales & marketing departments to gather information and share relevant research insights.
- Organize and maintain research databases, ensuring accurate and accessible records.
- Perform any other duties related to market research as assigned.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
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**Compensation:** Your salary will comprise two elements. Your CTC as per the following table.

Key Salary Components	Monthly	Yearly
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Children Education Allowance	200	2,400.00
Food Allowance	400	4,800.00
Internet & Mobile Allowance	1,000.00	12,000.00
Tax Free Allowance	4,167.00	50,004.00
Special Allowance	1,733.00	20,796.00
<b>Total</b>	<b>22,500.00</b>	<b>270,000.00</b>
<b>Employer Contributions</b>		
PF(Employer Contribution)	<b>1,800.00</b>	<b>21,600.00</b>
Gratuity	<b>500</b>	<b>6,000.00</b>
Health (Insurance)	<b>200</b>	<b>2,400.00</b>
<b>Total Including Employer Contributions</b>	<b>25,000.00</b>	<b>300,000.00</b>
<b>Cost To Company ( CTC )</b>	<b>25,000.00</b>	<b>300,000.00</b>
<b>Deductions from Monthly Salary</b>		
PF (Employee Contribution )	<b>1,800.00</b>	
PT	<b>200</b>	
Tax, if any		
<b>Monthly In-Hand Salary</b>	<b>20,500.00</b>	

**Monthly Salary:**

- Paid Monthly (1-3rd of every month) after statutory tax & other deductions.
- Subject to approved monthly timesheets, paid quarterly)
- Employees should be on the payrolls of ProductDossier.

**Expenses:**

ProductDossier will reimburse you for all actual, necessary, and reasonable expenses, subject to ProductDossier's expense policy.

**Fringe Benefits:**

You will be entitled to take a three-week (15 days) paid vacation per year during the first three years of your employment as per the leave policy. Thereafter, you will be entitled to take a four-week paid vacation. In addition, you will be entitled to receive the fringe benefits applicable to ProductDossier's employees generally. You will be entitled to 3-tier AC Train or economy class airfare for any outstation calls. The reimbursements will be made against the actual ticket. ProductDossier may amend, terminate, or enhance the benefits provided to you or other employees from time to time as it deems appropriate.

**Working Hours:**

Your official working days will be 5 days a week from Mon-Fri. However, since our customers, who are mostly IT/Pharma/manufacturing companies, work on Saturdays/Sundays also, all of us may be required to attend the customer calls on Saturdays/Sundays as and when required.

**Internal Policies:**

During your employment with ProductDossier, you will be required to follow all ProductDossier's internal policies and to always conduct your business activities by the highest legal, ethical, and professional standards.

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### **Non-Disclosure Agreement**

By accepting this appointment letter, you are bound to obey the secrecy of any information you may learn during your employment with ProductDossier. This may be technical information about Projects, Products, Marketing information, Business plans, or vital information about ProductDossier's customers. Breach of this agreement would lead to immediate termination of your employment with ProductDossier apart from the legal action. You will also be required to sign an agreement not to approach or join ProductDossier's direct or indirect competitors, customers, and their subsidiaries, or business partners and their subsidiaries for employment for at least 18 months after the closure of the all the contractual agreement with the concerned customer or partner. ProductDossier's competitors include direct competitors and their subsidiaries or other companies and their subsidiaries interacting on behalf of ProductDossier's direct competitors. All disputes are subject to Pune jurisdiction only.

### **Termination of Services**

1. There is no service bond for any employee.
2. Employee can decide to leave the organization at any time with the following clauses:
  - a) A notice period of 60 Days is mandatory for every employee.
  - b) In exceptional cases and with the written permission of ProductDossier management, the employee can get a waiver of the notice period (either full or part) instead of 2 times the salary of the shortfall in the notice period.
3. ProductDossier can terminate the services of any employee with either a 30-day notice period or one month's salary. If the termination of the employee is due to non-discipline, loss of integrity, or breach of confidentiality contract, or during the probation period the employee will be terminated without any notice period or compensation.
4. Each employee will have to deposit the cheque (without date) of Rs. 1,00,000/- for security deposit against the company asset (laptop) given to the employee. This is applicable as the candidate must opt for Work from Home sometimes. This is only for security, and it will be returned at the time of exit of the employee.
5. During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. If an employee is found moonlighting, an employer would have the right to take appropriate action for breach of contract, including up to termination of employment of the concerned individual for cause.


### **Confidential**

The specifics of the offer are confidential and should not be shared with anyone unless prior written consent is obtained from ProductDossier.

I would request you to kindly sign and return the appointment letter to the ProductDossier office at the latest by 5<sup>th</sup> September 2024. Your appointment would be considered confirmed on receiving such signed letter and other proof of your educational qualifications, past professional experience (as listed in your resume), last salary slips.

Looking forward to working with you.



  
Vaishnavi Lokhande  
Accepted  
Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**MEDITAB®**

Improving the Business and Delivery of Healthcare

Dear **Mr. Vikas Gore,**

15<sup>th</sup> October 2024

**Subject: Offer Letter**

With reference to your application and subsequent discussions with us, we are pleased to offer you the position of **DrCatalyst Trainee**. A detailed appointment letter will be issued to you after your joining and on completion of the necessary formalities.


Your date of joining will be **4<sup>th</sup> November 2024**. On receipt of this letter, kindly send your acceptance within three days from the date of issue of this letter. This offer stands valid only till that time. The terms and conditions of your employment are as follows:

- By signing this, it is understood that effective from the date of joining you will be serving with us for 24 months.
- The first 3 months of your employment will be training period followed by 3 months of Probation period. Only upon successful completion of your Training and Probation period shall your services be confirmed with the organization.

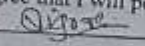
We think it is pertinent, at this juncture, to bring to your knowledge that subsequent to your joining, you will be required to sign a confidentiality agreement not to disclose any confidential information at any time during or after your employment.

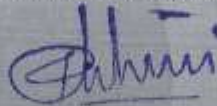
For a period of three (3) years (the "Non-Competition Period") after resignation or termination, you will not, either individually or in conjunction with any other person(s) or business entity or in any other manner whatsoever, have interest in, or enter into employment with any of the Corporation's clients, Value Added Reseller, Competitor(s) and/or vendor. You agree that you will not attempt to establish business relation with any of the company's Clients, Value Added resellers, competitors and/or vendors. You also agree that you will not attempt to directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, solicit, or induce any employee of the Company with whom you had personal contact or supervised while performing your Job Duties, to terminate their employment relationship with the Company.

For Meditab Software (India) Pvt Ltd,

  
Human Resource Team

I hereby agree that I will perform my duties at Meditab Software (India) Pvt. Ltd.

Accepted 



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidhi, Pune - 411044

Meditab Software (I) Pvt. Ltd. • 219/A, 2<sup>nd</sup> Floor, Kalasagar Shopping Hub,  
Opp. Sattadhar Saibaba Temple, Ghatodia, Ahmedabad - 380061.  
Ph.: (079) 40083811 • hrindia@meditab.com • www.meditab.com



**Vikas Gore**

**Blood Group: B+**

**Employee ID: 102852**

**Emergency Contact: 9527277898**

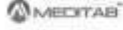
**Meditab Software (India) Pvt. Ltd.**

219/A, 2<sup>nd</sup> floor, Kalasagar Shopping Hub,

Near Sattadhar Cross Road, Ghatlodiya

Ahmedabad, Gujarat 380061. PH: 079-40083

*(Signature)*  
Principal  
Modern College of Pharmacy  
Mdg. Pune - 411044



**Meditab Software (India) Pvt. Ltd.**  
219/A, Kalasagar Mall, Sattadhar Cross Rd  
Near Sai Baba Temple,  
Ahmedabad - 380061  
India


## PAYSLIP

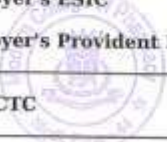
For the month of : **Dec 2024**

Employee Code	<b>102852</b>	PAN	<b>CXFG5235F</b>
Name	<b>Vikas Gore</b>	Department	<b>Revenue Cycle Management</b>
Date of Joining	<b>04/11/2024</b>	Designation	<b>Trainee</b>
Days Worked	<b>31.00</b>	Location	<b>Ahmedabad</b>
Adj. Days	<b>0.000</b>		

Allowance	Earned	Deduction	Deducted
Basic	13,330.00	Professional Tax	-200.00
House Rent Allowance	6,665.00	T.D.S.	0.00
Other Allowance	752.00		
Travel Allowance	753.00		
Incentives	1,855.00		
Overtime	1,387.00		
<b>Gross Salary</b>	<b>24,742.00</b>	<b>Gross Deduction</b>	<b>-200.00</b>
<b>Net Salary</b>			<b>24,542.00</b>
<b>Net Salary (in words) : Rupees Twenty-Four Thousand, Five Hundred And Forty-Two Only</b>			

Description	CTC Group	Rate
Basic	Gross	13,330.00
House Rent Allowance	Gross	6,665.00
Other Allowance	Gross	752.00
Travel Allowance	Gross	753.00
Employer's ESIC	--	0.00
Employer's Provident Fund	--	0.00
<b>Total CTC</b>		<b>21,500.00</b>

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



\*This is a computer generated Payslip which does not require a signature.\*



## Genius Consultants Ltd.

Regd. & Corporate Office :  
1C, 1st Floor, Synthesis Business Park, Tower-2,  
CBDPL, Acton Area - II, New Town, Kolkata - 711 004  
CIN No.: U74140WB1903PLC026566  
Ph. : 6607 5601 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

Date: 4<sup>th</sup> July 2024

**Vinayakashish Pradiprao Kulkarni**

**Mumbai**

**Sub: - Offer Letter**

Dear **Vinayakashish Pradiprao Kulkarni**,

With reference to your application and subsequent interview with us, the management is pleased to offer you a contractual assignment from 15<sup>th</sup> July 2024 as a **Market Research Analyst**.

Any changes in the joining date will be intimated to you further base on the client communication.

On joining you will be deputed at **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)**. You need to join on 15<sup>th</sup> July 2024.

Your monthly gross salary will be **Rs 24294/- Only**.

Details of the CTC break up will be provided in the Appointment Letter.

You are advised to report to **Boston Ivy Healthcare Solutions Pvt Ltd (Mumbai)** on 15<sup>th</sup> July 2024.

The detailed Appointment Letter will be issued only after joining and due submission of the all the testimonials and necessary documents. You are also asked to submit a copy of the resignation letter duly stamped and accepted by your present employer by **on or before 15<sup>th</sup> July 2024**.

**This offer letter stands cancelled in case you fail to report on the date of joining as stated above and subsequent non clearance of background check and verification conducted as per your consent.**

We take this opportunity to welcome you to this progressive and dynamic organization with a great future.

Regards,

For **Genius Consultants Ltd.**

  
Anuradha Bhattacharya

Authorized Signatory

\*\*\* The above terms are agreeable and acceptable. I will join on and from





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Genius Consultants Ltd.

### Regd. & Corporate Office :

1C, 1st Floor, Synthesis Business Park, Tower at  
CBDP, Action Area - E, New Town, Kolkata - 75, INDIA  
CIN No. U74140WB1993PLC059586  
Ph. : 9607 5801 - 02  
E mail : enquiry@geniusconsultant.com  
Web : www.geniusconsultant.com

### ANNEXURE-1

Particulars	Monthly	Annually
Basic	15000	180000
Statutory Bonus	1250	15000
HRA	7500	90000
Deputation Allowance	544	6528
<b>Gross Salary</b>	<b>24294</b>	<b>291528</b>
Emp PF	1800	21600
Emp ESIC	0	0
PT	208	2496
LWF	2	24
Total Deduction	2010	24120
<b>Net Salary</b>	<b>22284</b>	<b>267408</b>
Empr PF	1950	23400
Empr ESIC	0	0
Empr LWF	6	72
<b>CTC</b>	<b>26250</b>	<b>315000</b>

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044







Office: BUSINESS PROCESS SERVICES  
Ref: TCSL/DT20234767892/Mumbai/BPS/BTN  
Date: 19/08/2024

M.s. **Vrushali Ravindra Bharate**  
Sai Bhakt Niwas  
Flat no-604 Vikas Colony,Dighi Pune  
Dighi-411015  
Maharashtra

Dear Ms. Vrushali Ravindra Bharate ,

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

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **14,160/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

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

Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Plant No-12, Gate No-4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC054701



## OTHER BENEFITS

### 1. Health Insurance Scheme

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

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

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

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

### 2. Professional Memberships:

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

### 3. Social Security - Employees' State Insurance:

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

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

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

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

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

### 5. Night Shift Stipend:

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

### 6. Process Specific Stipend:

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

## TERMS OF TRAINEESHIP

### 1. Traineeship Pre-requisites

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



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 2

## **TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited  
Wellspring Godrej & Boyce Complex Pland No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph: +91 22 6778 3000 Fax 01 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narmad Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22219MH1995PLC084781



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

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

**2. Traineeship Period:**

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

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

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

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

**3. Hours of Training:**

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

**4. Leave:**

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

**5. Transport:**

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

**6. Alternative Occupation / Traineeship:**

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

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

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

**8. TATA Code of Conduct:**

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



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Registered Office: 9th Floor, Narmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



- 9. Notice Period:**  
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.
- 10. Medical Test:**  
You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), issued by a registered medical practitioner having a minimum qualification of MBBS, to the Induction coordinator.
- 11. Background Check:**  
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.
- 12. Submission of Documents:**  
At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.
- Standard X and XII Mark sheets equivalent
  - Degree certificate and mark sheets for all semesters
  - Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
  - Birth Certificate / Proof of Age
  - Passport
  - 6 photographs - passport size
  - An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.
- Your original documents will be returned to you after verification.
- 13. Initial Learning Programme (ILP)**  
On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of ownership and commitment has to come from you.
- As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.
- 14. Letter of Appointment**  
You will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy
- 15. Personal Data Processing:**  
Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including 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.



  
Dr. P. D. Chaudhary  
Principal  
Modern College of Pharmacy  
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Ph: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3389 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22410MH1995PLC054781



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

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

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

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

**16. Terms and conditions:**

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

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

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

**18. Compliance to all clauses:**

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

**Withdrawal of Offer**

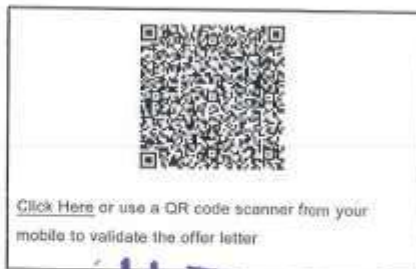
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship and this offer will be automatically withdrawn. Post acceptance of TCSL offer letter if you fail to join on the date provided in the TCSL joining letter, the offer will stand automatically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

We look forward to having you in our global team.

Yours Sincerely,

For Tata Consultancy Services Limited.

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



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



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044.

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**TATA CONSULTANCY SERVICES**

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Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narval Building, Narval Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22240MH1295PLC084781



**ANNEXURE 1**

**For the candidate to complete:**

This is to confirm that I have received the letter of offer and Terms of Traineeship ref  
No TCSL/DT20234767892/Mumbai/BPS/BTN on \_\_\_\_\_ (MMM/DD/YYYY).  
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:



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Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**TATA CONSULTANCY SERVICES**

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Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>  
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC004751



## Annexure 2

### Confidentiality, Data and Intellectual Property Protection Terms

#### 1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

#### 2. Associate's Obligations

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

#### 3. Intellectual Property Rights

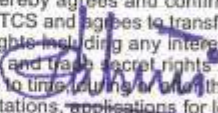
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time during 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

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### TATA CONSULTANCY SERVICES

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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22240MH1995PLC094781

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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

**4. Prior knowledge**

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

**5. Use of third party material**

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

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

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

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

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

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

**6. Security policies and Guidelines.**

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

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



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*[Signature]*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044 8

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plant No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400078  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226778 3399 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 9th Floor, Narimat Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781





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

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

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

#### 7. 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.

#### 8. 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.

#### 9. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of the Confidentiality, Data and IP Protection Terms by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat

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**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Wellspring Godrej & Boyce Complex Plot No 12, Gate No 4, LBS Marg Vikhroli West, Mumbai - 400079  
Ph.: +91 22 6778 3000 Fax 91 22 6778 3300 91 226779 3398 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com  
Registered Office: 5th Floor, Nival Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC094781

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy,  
Nidgi, Pune - 411044



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.

**10. General**

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

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

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

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

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

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

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

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

I hereby accept this Offer and intend to join service on \_\_\_\_\_.

Name:

Address:

Signature:

Date:

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021  
Corporate Identification No. (CIN): L22210MH1995PLC084781



02/09/2024

Strictly Private and Confidential

**Yash Dattatray Kudale**

Haffkin Colony, Building No.c-64, Pimpri  
PUNE1  
411018

Subject: Offer letter from future generali to Mr. Yash

Dear Yash Dattatray Kudale

With reference to your interview and our subsequent discussion, we are pleased to make you an offer to join our organization in grade and designation as mentioned below.

Grade : A1  
Designation : Technical assessor  
Direct Report to : Deputy Manager - Health Claims  
Department : Health Claims  
Location : Pune - HO

This offer and subsequent appointment are subject to you joining the Company on the agreed date of joining and satisfactory completion of all pertinent formalities.

#### TERMS AND CONDITIONS OF YOUR APPOINTMENT

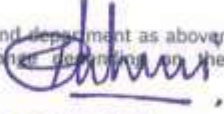
##### Commencement Date and Location

The start date of your joining with the Company shall be on or before 02/09/2024 at the assigned location. You may be posted or transferred to any other location in India or any other Group companies, subsidiaries or affiliates currently existing or which may be incorporated in the future in India or abroad, as per the Company's business requirements.

##### Reporting

You will be directly reporting to the manager with designation and department as above mentioned. However, your assignments and line of reporting may change depending on the business requirements.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

FUTURE GENERALI INDIA INSURANCE COMPANY LIMITED

Unit No.801 & 802,8th Floor, Tower C, Embassy 247 Park, L.B. S. Marg, Vikhroli-West, Mumbai - 400083  
Tel.: 91224097 6666 • Fax: 912240976900 • Call us at: 18605003332/ 1800202333 email: fgcare@futuregenerali.in  
Website: www.futuregenerali.in IRDAI Regn. No.: 132 • CIN: U66030MH2005PLC16528



policies and guidelines of the Company presently applicable and as amended from time to time.

#### Taxation

You shall be liable to pay taxes on your compensation as per prevalent tax laws and regulations during the course of employment with the Company.

#### Working Hours

Office timings are 9.30 am to 6 pm with a 30-minute lunch break.  
The schedule for working days is Monday – Friday and the last Saturday of the month.

#### Retirement Age

Your retirement age shall be determined as per the Company's Policy. The Company reserves the right to alter the policy from time to time and the policy in effect shall be applicable to you.

#### Holidays

A list of public holidays will be provided from time to time based on the location of work. If required, you may have to work on these days to meet business exigencies.

#### Leaves

Privilege Leave: You shall be entitled to privilege leave as per the policy of the Company as presently applicable and as may be modified from time to time.

Sick Leave: You shall be entitled to Sick Leave from the date of joining, as per the applicable policy and as amended from time to time. You shall promptly notify your manager of any absences due to sickness and shall furnish evidence satisfactory to the Company for sick leave availed for 3 or more consecutive working days. For an extended period of sick leave, the Company reserves the right to require you to obtain a second opinion from a doctor appointed by the Company.

Casual Leave: You shall be entitled to Casual Leave from the date of joining Apprenticeship as per the applicable policy and as modified from time to time. You shall notify your manager/ superior in writing by applying at least 1 day in advance.

Unauthorized Absences: Without prejudice to your other rights, the Company may deduct the equivalent number of days from balance leave or Stipend for every day of absence from employment without the prior permission from the Company.

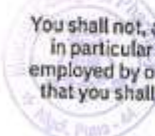
Maternity Benefit and Leave You shall be entitled to Maternity Benefits and leave as per the Maternity Benefit (Amendment) Act, 2017. You shall be entitled to other leaves as per the applicable Company Policies..

#### Exclusivity of Employment

You shall not, without the Company's prior written permission, carry out any business, or enter for any part of your time, in any capacity the services of, or be employed by, any other firm, company or person. You shall devote your entire time and attention towards fulfilling your duties to complete your training period and promoting the interest of the Company and its business.

#### Code of Conduct

You shall not, at any time, make any untrue or misleading statements in relation to the Company nor in particular after the termination of your Apprenticeship hereunder represent yourself as being employed by or connected with the Company in any manner. By signing this letter, you acknowledge that you shall comply with the Future Generali Code of Conduct as in effect from time to time and



FUTURE GENERALI INDIA INSURANCE COMPANY LIMITED  
Unit No.801 & 802,8th Floor, Tower C, Embassy 247 Park, L.B. S. Marg, Vikhroli-West, Mumbai – 400083  
Tel.: 91224097 5566 • Fax: 912240976900 • Call us at: 18605003333/ 18002202333 email: fgcare@futuregeneralil.in  
Website: www.futuregeneralil.in IRDAI Regn. No.: 132 • CIN: U66030MH2006PLC16528



We look forward to having you join our organization. We believe that the position we offer, our dynamic work environment and an aggressive growth appetite create an excellent employment opportunity. Should you require any clarification, please do speak to our Human Resources team.

SIGNED BY  
For and on behalf of  
Future Generali India Insurance Company Limited

Mamta Malpani Saboo  
Vice President- Human Resources

SIGNED BY Mr. Yash

Electronically signed by:  
Yash Kudale

Name: Yash Dattatray Kudale

Date: 02/09/2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

VHPL/HR/ LOA/2024

**LETTER OF APPOINTMENT & TERMS OF EMPLOYMENT**

Name of the Employer: **VITAMYSTIC HEALTHCARE PVT. LTD.**  
Name of the Employee: **Mr. Yashraj Dhamale**  
Address of the employee: Plot no 12, Abhinav colony, Achalpur  
Dst., Amravati, 444806

Dear Mr. Yashraj Dhamale

With reference to your application and the subsequent interview, you had with us, we are pleased to appoint you as a **Business Executive – B.E.** in our organization with effect from **05<sup>th</sup> August 2024** You will be reporting to **Regional Sales Manager, Nagpur.**

Your appointment is subject to the terms and conditions contained herein below and the terms set out in Annexure 'A' enclosed herewith: -

**1. PROBATION:**

The period of probation will be 6 (six) months with effect from your date of joining, which can be extended if deemed necessary at the sole discretion of the management.

**2. CONFIRMATION:**

On completion of the Probation period, you shall not become permanent automatically, for that you are required to apply in writing to the management for confirmation. On receipt of your letter and after going through your records in consultation with your superiors, the management may, at its sole discretion, either extend your probation for the period it may deem fit or decide to confirm you as a permanent employee or consultant on basis of your work. You will not be deemed to be permanent in the services of the company unless you are so confirmed in writing.

**3. SALARY, PERQUISITES AND ALLOWANCE DURING PROBATION PERIOD:**

During the probation period, you will be eligible for **Rupees Two Lakh One Hundred Twenty-Nine per annum**, to be broken up into various subheads as per Annexure 'B' attached.  
All information regarding your remuneration and terms of employment are confidential and you shall not divulge any content to any company employee except to your appropriate superior authorities.  
Field allowance eligibility is as per prevailing policy.

**4. SALARY, PERQUISITES AND ALLOWANCE ON CONFIRMATION:**

I. Your salary is fixed based on the assessment of your performance.  
II. Allowances (Daily allowances and other field allowances) are fixed and eligibility is as per prevailing policy for which you can reach out to your concerned manager.



*Dhamale*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy,  
Nidgi, Pune - 411044  
(Signature of employee)

5. **INCREMENTS:**

The performance appraisal process will be applicable as per the eligibility. The increment will depend on the discretion of the Management and particularly on various factors like general behavior, aptitude for the job, efficiency shown, conduct towards superiors, attendance and results achieved etc. Kindly note that the Management reserves its right to not give any appraisal any year for reasons it may deem appropriate.

6. **FARE:**

In case you are required to travel outside your work location, the fare payable to you will be as per Standard Fare Chart (S.F.C.) and travel fare policy of the Company which will be communicated to you by a separately.

7. **AREA OF ACTIVITY AND TRANSFER:**

Your head quarter will be at PCMC. You are liable to be transferred to the area assigned to you by the Management and / or such other territories anywhere in India as the Management may, from time to time, deem necessary at their sole discretion. Further, Management reserves the right to place/ transfer you temporarily/ permanently in any department/ office or subsidiaries or associate companies of VITAMYSTIC HEALTHCARE PVT. LTD. at its discretion from time to time. Your refusal for such transfer will be considered as your unwillingness to serve the Company and in such case Management will be free to terminate your services by giving 30 days' notice or salary in lieu thereof.

You may be required to attend Mumbai office or any other Head Quarters from time to time either for instructions or for any other official purpose or to attend meetings arranged at anywhere in India and you will not refuse to do so. In such cases, you will be paid travelling expenses by shortest route and daily allowances as per Clause 4 – II herein above.

8. **CHANGE IN THE ADDRESS:**

In case of any change in your address for communication during the course of your employment with the Company and whenever necessary, it shall be your duty to intimate the same in writing within 3 days from the date of such change. All the communication sent by the Company at the last given address shall be deemed to have been received by you at the correct address.

9. **LOSS IN LIEN:**

If your frequent absenteeism, without leave and without prior written permission is reported and/or observed by the management, the Management will be entitled to exercise its discretion to remove the lien on your appointment unless you explain to the satisfaction of the Management about the grounds of your inability to resume your duty with sufficient proof.

It is expressly agreed that the Management will be the sole judge about the explanation that may be tendered by you in this respect as to whether the same is beyond the period of leave originally granted, or subsequently extended, you are liable to lose your lien on your appointment unless you return within 8 (eight) days of the expiry of the sanctioned leave and explain to the satisfaction of the Management your inability to resume duty immediately on expiry of your leave, but in case also the Management will be the sole judge to decide the validity of your explanation.



*P. D. Chaudhan*  
Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Midgi, Pune - 411044

(Signature of Employee)

**10. RESIGNATION:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

On your confirmation if you are desirous of leaving the service, you shall give one-month notice in writing to the Company. If you leave the service without giving one month's notice, the Company shall be entitled to deduct, one month's salary for the dues payable to you and also the loss, if any, which the Company has suffered or is likely to suffer on account of your abruptly leaving the Company. In case of resignation tendered by you, you will not be relieved of your duties unless your resignation has been accepted in writing by the Company and unless you hand over the complete charge of your job as well as all the material, articles, and things belonging to the Company that may have come in your possession during your employment, to the Management or the superiors concerned or to whomsoever the Management authorize. Also, you have to submit N.O.C. of company authorized stockiest in your Territory.

**11. LEAVE & HOLIDAYS:**

You will be entitled to earned leave and sick leave as per the Leave Policies of the company.

As regards Holidays and other leaves are concerned, you will be entitled to the said facilities as per the policies of the Company.

**12. GENERAL:**

- a) You shall devote your whole time and attention exclusively to on the job of the Company and you shall neither take up other part time nor full time work, whether for remuneration, or not, or whether during working hours or not or during leave, holidays etc, nor you will engage yourself in any other business of your own or as an agent for others.
- b) You will maintain during the subsistence of your employment and thereafter complete secrecy with regard to the Company's affairs and shall not disclose to any person or persons any of the Company's trade secrets or any information regarding the Company's activities.
- c) You will be bound to carry out the orders issued to you by Mumbai office or your supervisors (if appointed) from time to time and to work for the Company or with any sister or associate concern or companies, whether existing at present or which may come into existence in future and in the event of the constitution or the structure of the Company undergoing any transformation such firm or company, as the case may be, you will also work and canvas for the products of the company as well as the other companies for which the Company obtain Distribution, Selling or Propaganda Rights or as per discretion and orders of the Company.

**13. TERMINATION OF SERVICES:**

Your services will be liable to be terminated anytime without assigning any reason from either side during the probation period.

However, after confirmation, the company may terminate your services by giving you 30 days' notice in writing or salary in lieu thereof in case termination is with immediate effect. Subject to the laws and rules in force, the Company will have a right to determine such notice as annual leave, if any deemed accrued to you and ask you to proceed on leave forthwith.

Your services are liable to be terminated or dispensed with immediate effect for the following amongst other acts:

- i. MEDICAL FITNESS: During the tenure of your regular services, if the Management feels that you are physically or mentally unfit to be continued in the employment, you will be



subjected to medical examination by the doctor appointed by the Company for the purpose. If you are found medically unfit to be continued, on receipt of such report, the Management will be free to terminate your services by giving one month's notice in writing or one month's salary in lieu thereof. Your refusal to get examined by the Doctor of the Company's choice will give the Management a right to terminate the contract of service as aforesaid.

- II. If it is found at any time during the tenure of your employment that any of the information furnished by you to the Management at the time of your appointment or any time thereafter is incorrect or false.
- III. If at any time because of your acts or omissions in connection with your duties, employment, business of the company etc, the Management loses the confidence in you.
- IV. If you are convicted for any act committed by you or if you are arrested for any act involving turpitude.
- V. If you are found committing breach of this agreement.
- VI. If you are found to be suffering from any contagious diseases.
- VII. If you are found making statements orally or in writing or allegation against the Company, its Directors or Executives knowing the same to be false which in the opinion of the Management will have the effect of lowering the prestige of the Company, its Directors or Executives.
- VIII. If you are found engaged in any other business, trade or profession during your employment with the Company in your own capacity or in association with other person or persons, whether such activities conflict with the interest of the Company or not.
- IX. If you are unable to fulfill the sales target which will be fixed keeping in view the practical and average rise in turnover of the products of the Company.

You are liable to disciplinary action in accordance with law, as may be applicable, if you are reported to have committed any misconduct.

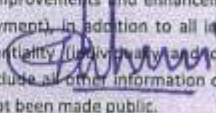
In case you are suspended for any misconduct or such acts which are similar to misconduct in the opinion of the Management in which case you will not be entitled to any salary and allowances during the period of your suspension.

The Director of the Company or any other authorized person on behalf will have a right to issue the necessary order including the order of termination to you.

**14. CONFIDENTIALITY:**

In connection with your engagement with Company, you may receive, produce, or otherwise be exposed to Company's trade secrets, business, proprietary and/or technical information, including, without limitation, business plans or projections, hardware and software designs or engineering techniques, software including listings, source code, screen formats and flow charts, discoveries, inventions (whether patentable or not), know-how, show-how, research plans and projects, pricing policies, cost information, supplier and customer lists and contracts, manufacturing techniques, applications and service policies, financial and sales performance data, personnel information, and all derivatives, improvements and enhancements to any of the above (including those derivatives, improvements and enhancements that were created or developed by you during your tenure of employment). In addition to all information Company receives from others under an obligation of confidentiality (individually and collectively "Confidential Information"), Confidential Information shall also include all other information considered to be confidential by the Company and all information, which has not been made public.

You acknowledge that the Confidential Information is the sole, exclusive and extremely valuable property of the Company. Accordingly, you agree not to reproduce any Confidential Information without

  
Dr. P. D. Chaudhari  
Modest College of Pharmacy  
Nidgi, Pune - 411044  
(Signature of Employee)

f



Company's prior written consent, not to use the Confidential Information except in the performance of your service, and not to divulge all or any part of the Confidential information in any form to any third party, either during or after the tenure of your service. Upon your termination of service, you shall cease using and return to Company all whole and partial copies and derivatives of the Confidential Information in your possession.

**15. AGE OF RETIREMENT:**

Age of retirement from the services will be 58 years. Your date of birth as per our record is 12/12/2001 which has been collected from the legal identity and address proofs submitted by you.

**16. JURISDICTION:**

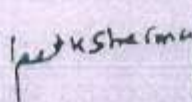
You will be governed by the Office at Mumbai, which will have ultimate control on all your activities. Your salary will be deemed to have been paid at Mumbai and for all the purposes your appointment also will be deemed to have been made at Mumbai. In case of any dispute /grievance arising out of employment under this Appointment the same shall be mutually discussed and settled, failing which the courts at Mumbai shall have exclusive jurisdiction.

In token of having accepted the above terms of service, you are requested to sign on the duplicate copy of this letter and return the same.

We wish you a long and successful career with us.

Yours sincerely,

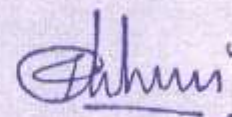
For VITAMYSTIC HEALTHCARE PVT. LTD.



(Authorized Signatory)

I, Mr. / Ms. / Mrs. \_\_\_\_\_ do hereby state that I have read and understood the aforesaid terms and conditions of my employment and I am signing on the duplicate copy of this appointment letter in token of having accepted the terms and conditions.

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



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044  
(Signature of Employee)

#### ANNEXURE-A

##### WORK NORMS TO BE IMPLEMENTED BY BUSINESS EXECUTIVE

The BUSINESS EXECUTIVE should implement and abide by the following work-norms for result oriented and disciplined field work, to achieve higher productivity, efficiency and customer service to increase and enhance the prestige, goodwill and image of the Company.

1. **CALL ON DOCTORS:** (Average calls per day - 10)

The BUSINESS EXECUTIVE will make maximum number of calls in person as per the advice and instructions of the Company or his / her superior given from time to time and will work from morning till afternoon and from evening till night under normal circumstances.

2. **VISIT TO CHEMISTS/ PHARMACIES:** (Average calls per day -6)

The BUSINESS EXECUTIVE should try to book as many orders as possible from Chemists/Pharmacies. Also, he / she should explain our promotional programs.

3. **REGULARITY AND DAILY WORK:**

The BUSINESS EXECUTIVE should regularly fill and post information in the forms decided upon by the Management from time to time such as:

a. **Daily work Report System:**

Daily reports should be duly updated on call to call basis in online reporting system on working days.

b. **Tour Program Charts:**

It is to be duly filled and should be updated in system before 15<sup>th</sup> of the preceding month. The BUSINESS EXECUTIVE will adhere to the Tour Program submitted by him / her. In case of any deviation from the tour program under unforeseen circumstances, the BUSINESS EXECUTIVE will inform the superior / office by a letter/ mail giving reasons.

c. **Expense Statement:**

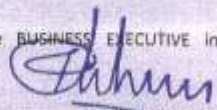
The Expense claim should be made as per prevailing Travel and Allowance Policy provided by the organization.

d. **Samples, Literature & Stationery Stock Statement:**

You will be provided with necessary promotion material, identity/visiting cards, product literature, training manuals, stationary etc. In the event of your leaving the Organization by way of resignation, retirement, termination or any reason whatsoever, you shall return all the Organization's property in your possession such as and including printed stationary, unutilized samples, visual aids, detailing folders, guidebooks, articles, gadgets, detailing bag, identity cards, NOC from Wholesales & Stockiest, imprest cash/ advance, if any, and/or any other articles to the person nominated by the Organization and your dues shall be settled only on receipt of the Organization property. In case if you fail to return the company's property as instructed, the company will be at liberty to recover amount equivalent to the cost of the property or a lump sum amount to be decided by the company from your full and final settlement dues including gratuity, without further reference to you.

4. **BROAD WORKING PATTERNS:**

The broad working pattern and responsibilities of the BUSINESS EXECUTIVE in terms of implementation are listed below:

  
(Signature of the Employee)

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



- I. To judiciously use physicians' samples, literature, stationery and sales promotion articles provided to them by the Management for distribution amongst Doctors as per instructions from time to time.
- II. To book orders from Doctors, Chemists, Government and Semi-Government Hospitals and Institutions as per terms and conditions of the Company in practice from time to time.
- III. To co-operate with the Management by requesting the stockiest to retire the documents in time and by following up recovery of payments from the Government and other Institutions and to maintain good relations with the trade so as not to damage the Company's prestige.
- IV. To equip himself / herself and keep up-to-date with adequate product knowledge and Company's products and shall remain fully acquainted with the competitors' products and sales promotion activities and will provide proper feedback in this respect to the Head Office.
- V. To actively participate in the sales conferences, sales meetings, refresher courses conducted by the Company and to study properly and reply in time to all postal refresher courses, sales letters and other postal/ online training programs.
- VI. To co-operate with the Management in increasing sales turnover and achieve sales target set up for individual BUSINESS EXECUTIVE.
- VII. To make available sales statistics supplied by the Company to the individual BUSINESS EXECUTIVE at the time of discussion during the sales meetings or sales conferences or directly as and when required apart from regular monthly statements.
- VIII. To comply with the directives of the Company and extend all co-operation to the respective supervisory staff and the Company's officers, and Executives, while working on the field and in promoting sales of the Company's products and to comply with the directives of the Company in special assignments to work out at any selected center or center in India, to attend to Trade Meetings, Conferences, Exhibitions and attend work as may be entrusted as and when instructed by the Company.
- IX. To direct his / her efforts and activities for the promotion and increase of sales of Company's products keeping adequate pace with the growth of the pharmaceutical industry in the country on the whole and bearing in mind its potentiality of individual products of the Company.

The Management is at liberty to amend or modify the work norms from time to time; may be necessary in the interest of business and such norms as amended will be binding on the BUSINESS EXECUTIVE.

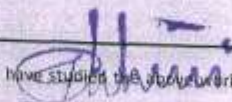
For VITAMYSTIC HEALTHCARE PVT. LTD.


(Authorized Signatory)

I, Mr./Ms. \_\_\_\_\_, have studied the above work norms to be implemented by me and I agree to implement the same.

2/2

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure B

Compensation structure

Employee Name	Mr. Yashraj Dhamale	
Designation	Business Executive	
Job Location	Amravati	
Components	Per Month	Per Annum
Basic Salary	10,500	1,26,000
House Rent Allowance	1,575	18,900
Special Allowance	1,475	17,700
Gross Salary	13,550	1,62,600
<b>Deductions</b>		
Employee Provident Fund	1,437	17,244
ESI	102	1,220
Professional Tax	200	2,500
Net Salary (in hand)	11,811	1,41,637
Employer Provident Fund	1,437	17,244
ESI	440	5,285
Cost To Company	15,427	1,85,129
Statutory Bonus		11,000
Medicaim		4,000
Total Cost To Company		2,00,129

Please Note:

- Gratuity - Applicable as per the Payment of Gratuity Act.
- Income Tax - Applicable as per the Income Tax Act.
- Bonus - As per the Bonus Act, shall be payable on annual basis & would be subject to actual earnings and successful completion of Probation.
- Annual Compensation Review - Shall be based on overall performance of individual & business with subject to successful completion of Probation on & before 31st January.
- Medical Insurance - Covered under Group Mediclaim Insurance Policy.
- We recruit only graduate students for the post of "Business Executive"
- You have informed us that the final result for your graduation is awaited, which will be announced in August 2024. Hence please note your continuation of services with us is depending upon your completion of graduation. If you fail to complete your graduation, then continuation of your services will be at the discretion of the management.
- In the event you leave the company within one year from the date of joining. (Irrespective of your services being confirmed or not) an amount of Rs. 35,000/- shall be deducted from your final settlement as cost being incurred for your recruitment, training and induction, On/Off Job Training.

Sincerely,

*Jeet K. Sharma*

(Authorised Signatory)



Employee Acceptance:

Signature:

Date:

*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Ref - Employment Offer and Agreement Letter

Ms. Sadhana Pawar

Pune

info@vivpro.ai

VA, USA/PA, USA/Pune, India

+1 240 586 0086 / +91 99 22 98 2675

December 4, 2024

Dear *Sadhana*,

We are excited to extend an offer to join AVivpro (OPC) Pvt. Ltd as Clinical and Regulatory Analyst. We are confident that you will build a long and mutually rewarding career with AVivpro. We strongly believe that it is individuals like you along with existing AVivpro employees that can build a globally respected, successful and expertise-led company.

AVivpro provides long-term career opportunities for every AVivpro Employee. We are confident you will make substantial contributions to the future success of AVivpro and that you will find the position both professionally challenging and personally rewarding. We hope you will accept our offer and look forward to hearing from you. Please feel free to contact me with any questions.

Enclosed please find your employment offer and agreement letter and other relevant details.

Thanks and regards,

*Pravin Jadhav*  
AVivpro (OPC) Pvt. Ltd.

*[Handwritten Signature]*  
Dr. P. D. Chaudhari  
Principal  
Modern & Pharmacy  
Nidgi, Pune





Date – December 4, 2024

To  
Ms. Sadhana Pawar  
Sub - Employment Offer and Agreement Letter

Dear Sadhana,

We are pleased to make an offer to you to join aVivpro (OPC) Pvt. Ltd., at our Pune office as Clinical and Regulatory Analyst. At this time, the work location will be remote. While we are flexible on the work location, we might require co-location and/or travel to Pune office on as-needed basis.

Hours of Work: Typical daily working hours for weekdays will be from 09.00 AM – 6.00 PM with Saturday & Sunday as weekly offs. However, the global nature of the team will require you to select a suitable schedule that matches your working hours while ensuring productivity for aVivpro.

Your total cost to company will be Rs. 800,000/- per annum at the commencement of your service. The offer covers base salary of Rs. 650,000/-, sign on bonus of Rs. 50,000 and Long-Term Performance Incentive as profit sharing of Rs. 100,000/- based on performance. Details of the salary structure are given in Exhibit 1.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044  
Sadhana Pawar



info@vivpro.ai

VA, USA/PA, USA/Pune, India

+1 240 586 0086/ +91 99 22 98 2675

Ref - Employment Offer and Agreement Letter

Ms. Alfiya Biradar

Pune

July 18, 2024

Dear Alfiya,

We are excited to extend an offer to join AVivpro (OPC) Pvt. Ltd as Clinical and Regulatory Analyst. We are confident that you will build a long and mutually rewarding career with AVivpro. We strongly believe that it is individuals like you along with existing AVivpro employees that can build a globally respected, successful and expertise-led company.

AVivpro provides long-term career opportunities for every AVivpro Employee. We are confident you will make substantial contributions to the future success of AVivpro and that you will find the position both professionally challenging and personally rewarding. We hope you will accept our offer and look forward to hearing from you. Please feel free to contact me with any questions.

Enclosed please find your employment offer and agreement letter and other relevant details.

Thanks and regards,

Dr. P. S. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044  
AVivpro (OPC) Pvt. Ltd.







Date – July 18, 2024

To  
Ms. Alfiya Biradar  
Sub - Employment Offer and Agreement Letter

Dear Alfiya,

We are pleased to make an offer to you to join aVivpro (OPC) Pvt. Ltd., at our Pune office as Clinical and Regulatory Analyst. At this time, the work location will be remote. While we are flexible on the work location, we might require co-location and/or travel to Pune office on as needed basis.

Hours of Work: Typical daily working hours for weekdays will be from 09.00 AM – 6.00 PM with Saturday & Sunday as weekly offs. However, the global nature of the team will require you to select a suitable schedule that matches your working hours while ensuring productivity for aVivpro.

Your total cost to company will be Rs. 800,000/- per annum at the commencement of your service. The offer covers base salary of Rs. 650,000/-, sign on bonus of Rs. 50,000 and Long Term Performance Incentive as profit sharing of Rs. 100,000/- based on performance. Details of the salary structure are given in Exhibit 1.

### 1. TERMS & CONDITIONS

This letter along with its Exhibits contains broad terms and conditions of service governing your employment. You are also bound by the terms in the attached Exhibits, the additional documents you execute upon joining aVivpro and other terms and conditions communicated to you from time to time in aVivpro's Policies. You are requested to contact the HR Function for any clarifications on policies/rules/regulations, which are applicable to you and also refer the aVivpro policies.

This employment is offered with clear understanding that your employment is on whole time basis and that you will not undertake any other part time/full-time work, without the prior written consent of the company. Other than the compensation mentioned herein, no additional payments are due. We expect you to keep the compensation details confidential at all times.


### 2. TRANSFER

As the business evolves, we may require transfer to any of other offices/branches/subsidiaries/affiliates in India or abroad, should the need arise. We will mutually arrive a solution that meets aspirations of both parties. You will abide by the company's rules and regulations as may be in effect from time to time with respect to your function, grade or location where you work in. In case you are deputed to a customer location, you shall abide by the customer policies applicable to you so that you do not commit any breach which adversely impacts aVivpro.

### 3. RETIREMENT

Subject to your physical fitness, mental fitness, compliance with our Policies, Code of Conduct and other rules of the company established from time to time and performance of your role, you shall retire on the last day of the month of your sixtieth birthday unless an earlier date is decided mutually or under a change in laws applicable to you. For the purpose of age calculation, the date of birth as declared in the Government documents attached to this aVivpro application form will be treated as final.



  
Alfiya Biradar  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar



#### 4. INTELLECTUAL PROPERTY RIGHTS

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the company or create documents, reports or any other material capable of intellectual property protection, those, will be fully communicated to the company and will remain sole right/property of the company or its clients. Additional terms and conditions related to intellectual property and confidentiality will be provided at the time of joining, which you should carefully read and abide by.

#### 5. CODE OF CONDUCT AND OTHER REFERENCES

An essential conditions of your employment is to abide by the aVivpro Policies, Code of Conduct and all other rules notified from time to time. We recommend that you refer the aVivpro resources from time to time and keep in employee the terms and conditions of the Exhibits, the aVivpro Policies and other documents that you sign upon joining aVivpro. Any breach of these conditions shall be designated as Misconduct and result in disciplinary proceedings and actions. Please be aware that Sexual Harassment is also considered a misconduct which qualifies for disciplinary proceedings and actions including but not limited to termination.

#### 6. TERMINATION

Either party may terminate the employment by giving the other party three months prior notice in writing. Waiver of notice period where you have initiated a termination of your employment by resigning on your own is at the sole discretion of the company. During the notice period, the employee agrees to orderly transfer of duties, operations and responsibilities carried out by the employee to another person identified by aVivpro management.

In case we terminate your service due to your actual or likely breach of Code of Conduct, Policies, or for an event of sexual harassment, any offense, breach of laws, or under any disciplinary proceeding or like reasons of default, reasons of Cause for Termination (as defined in Exhibit 1) no notice or notice pay in lieu of notice shall be due to you, in this regard aVivpro management decision shall be final.

#### 7. TAX IMPLICATIONS

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes. aVivpro shall make tax deductions of tax as required by law. Any false declarations in respect of financial disclosures shall be a cause for termination at aVivpro's discretion.

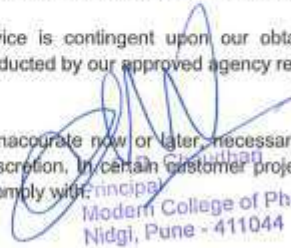
#### 8. BACKGROUND CHECK & REFERENCES

We would be conducting a background and reference check on your employment details to which you hereby grant your consent. We will also conduct verification of ALL documents submitted to aVivpro.

Your employment with us and your continuation in service is contingent upon our obtaining a satisfactory report on the these checks and verifications conducted by our approved agency relating to employment, experience, work history, documents etc.

If any of the information provided by you is found to be inaccurate now or later, necessary action including termination of employment will be at aVivpro's discretion. In certain customer projects, our customers may request additional checks which you shall comply with.



  
Alfiya Biradar  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar



In securing this offer, you have represented that you have certain educational qualifications and professional experience, hence we understand that you shall provide proofs of such qualifications and experience which we find satisfactory when asked by us or our background check agencies. We request your cooperation during these checks.

#### 9. PERFORMANCE MANAGEMENT & SALARY REVISION

You will be eligible for Performance Review according to the policies of the company. Your career and compensation progression will be based your performance and Company's policies prevailing at that point of time, in this regard aVivpro management decision shall be final.

#### 10. PERSONAL DATA

In the course of your employment you will be sharing your Personal Data with us. Personal Data is defined as information including but not limited to name, date of birth, education, home contact information, marital status, salary, occupation, tax and other such information which are specifically related and identified to an individual. Please refer the Data Consent Form provided by us containing the relevant terms regarding the terms of your Personal Data. Additionally, you may also receive Personal Data of other people in the course of your service with us. In case you receive Personal Data, you are required to protect all such Personal Data in accordance with aVivpro's policies and applicable laws. Please be aware that Personal Data protection is a legal obligation of each one of us at aVivpro and a breach is actionable under various laws and policies of aVivpro.

#### 11. VALIDITY

This offer of employment is valid for a period of five days from the date mentioned in this offer letter. You are requested to digitally sign this letter and submit to us before the end-date as token of acceptance of the offer. Once you have accepted the offer, we expect you to join no later than 90 days of the acceptance date.

In the event that you accept this offer by signing this letter and join us, the terms and conditions herein are deemed to be the employment contract along with the Exhibits attached hereto and the other documents which you sign on the date of you're joining. Hence the validity of the terms and conditions herein gets extended and apply to your entire tenure with the company and survive as mentioned in certain provisions herein.

We understand that you have not paid any money, gifts or other benefits of any kind to anyone to have an opportunity to interview with aVivpro or to secure this offer. Any use of such means to secure employment may call for termination of this offer or the employment at any point of time later.

We are confident that you will advance professionally and financially with us through your diligence and professionalism. We appreciate your acknowledging the receipt of this letter and acceptance of this offer within five days from the date mentioned in this letter, failing which the employment letter stands void.

Yours Sincerely,

*Pravin Jadhav*  
For aVivpro (OPC) Pvt. Ltd.



*Dr. P. D. Chaudhari*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar



**Exhibit 1 - Compensation Stack**

Name : Ms. Alfiya Biradar  
Designation : Clinical and Regulatory Analyst

The detailed break up of your Cost To Company components is given below (all figures in INR )

Sr.No.	Salary Components	Monthly Amount (INR)	Yearly Amount (INR)
1	Basic Salary	27,083.33	325,000.00
2	HRA	10,833.33	130,000.00
3	Management Allowance	4,700.00	56,400.00
4	Leave Travel Allowance <sup>1</sup>	1,083.33	13,000.00
5	Special Allowances (see below)	5,600.00	67,200.00
6	Medical and Life Insurance allowance	2,916.67	35,000.00
	<b>Fixed Compensation<sup>4</sup></b>	<b>52,216.67</b>	<b>626,600.00</b>
7	Provident Fund (Employer's Contribution + Admin charges)	1,950.00	23,400.00
8	ESIC	X	X
9	Long Term Performance Incentive <sup>2</sup> based on individual and company performance.	X	100,000.00
	<b>Cost to Company</b>	-	<b>750,000.00</b>
10	Sign-On Incentive <sup>3</sup>	Paid as one-time up-front payment	50,000
	<b>Actual Cost to Company</b>	-	<b>800,000.00</b>

\* In-hand salary will be Rs. 52,216.67-1800 (PF) - 200 (PT) = 50,216.67/- per month before taxes deducted at source.

<sup>1</sup> Leave Travel Allowance: The amount of allowance is tax exempt as per the limits prescribed under the tax rules.

<sup>2</sup> You will be eligible to participate in the Long Term Incentive (LTI) through profit sharing, pursuant to the terms and conditions of the plan. This reward will be in the form of cash and is in addition to the base salary. The level of rewards of the incentive compensation may be adjusted up or down based on business and personal performance.

<sup>3</sup> This offer includes a sign-on bonus paid effective 90 days after your start date in the case of voluntary resignation or employment termination for cause within 12 months of any payment, reimbursement of the gross amount of the payment is required.

Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar



Special allowances:

Sr.No.	Components	Monthly Amount (INR)	Yearly Amount (INR)
5 (a)	Children's Education Allowance	100.00	1,200.00
5 (b)	Children's Hostel Allowance	300.00	3,600.00
5 (c)	Meal Allowance	2,200.00	26,400.00
5 (d)	Phone & Internet Bill Reimbursement	2,000.00	24,000.00
5 (e)	Uniform Allowance	1,000.00	12,000.00

**Paid Time-Off and Leave Policy:** In addition to 10 (ten) national holidays, aVivpro policy provides the following paid time-off, as annual leave, for every year completed with the company. The leave is accrued monthly and pro-rated for periods of service less than a full year.

- 21 days for employees with <2 years with the company
- 25 days for employees with more than 2 but less than 5 years with the company
- 30 days for employees with more than 5 years with the company

If the annual leave is not used in the year it accrued may not be carried forward into the following calendar year without written approval from aVivpro management.

aVivpro offers benefits that are available to women employees under the Maternity Benefit Act, 1961 (Maternity Benefit Act) as mentioned below.

**Maternity Leave:** Full time aVivpro female employees are entitled to twenty-six (26) weeks paid maternity leave, of which, not more than eight (8) weeks shall precede the expected date of delivery of the child.

**Paternity Leave:** Five days leave (Five working days) with pay, granted to fathers when the child is born.

Yours Sincerely,

*Pravin Jadhav*  
For aVivpro(OPC) Pvt. Ltd.

Read and Accepted

Full Name :

Place :

Joining Date :

Permanent Address :



*P. D. Chaudhari*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar



## GUIDELINES FOR ONBOARDING PROCESS

### 1. List of Documents to be submitted on the Day of Joining

Note: On boarding will not be completed without following documents. It is mandatory to carry below documents on your Date of Joining

#### Employment Prerequisites

Details of document to be submitted	Originals Required for verification (Mandatory on First Day of Joining)	Photocopy Required for Submission (Mandatory on First Day of Joining)
Previous Experience Documents /Experience certificates from all your previous companies	Yes	1 Copy
Immediate Previous Company (prior to aVivpro) – Resignation acceptance is acceptable if Experience/Relieving is not available	Yes	2 Copies
UAN Copy	-	1 Copy

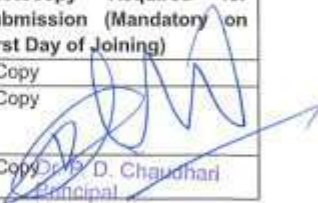
#### Identification Prerequisites

Details of document to be submitted	Originals Required for verification (Mandatory on First Day of Joining)	Photocopy Required for Submission (Mandatory on First Day of Joining)
Identity Proofs		
• PAN	Yes	2 Copies
• Passport	Yes	2 Copies
• Aadhaar	Yes	2 Copies
Colour Passport Size Photos	4 Photos	4 Photos
Physical Challenge Certificate (if Applicable)	Yes	1 Copy

#### Education Prerequisites

Details of document to be submitted	Originals Required for verification (Mandatory on First Day of Joining)	Photocopy Required for Submission (Mandatory on First Day of Joining)
10th to Highest Qualification	Yes	1 Copy
• 10th & 12th -Mark sheets	Yes	1 Copy
• Diploma, UG ,PG	Yes	1 Copy



  
Dr. D. Chaudhar  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar



• All semesters mark sheets / consolidated mark sheet.	Yes	1 Copy
• Provisional Certificate	Yes	1 Copy
• Convocation Certificate	Yes	1 Copy

## 2. Joining Day Time & Place

### **JOINING DAY**

Every working Monday is the primary joining day at aVivpro. The Talent Acquisition team member (the person interacting with you on the offer) would advise on the dates you can join. However, the joining date cannot be later than 24th of any month.

### **JOINING TIME**

We start our day at 9:00 AM & look forward to welcome you on your joining date. Please report to aVivpro office at 9:00 AM in the morning. The assimilation session starts at 9:00 AM.

### **JOINING LOCATION**

aVivpro has **offices in Pune**. Apart from Pune location, you might have to report to a customer location (if Applicable). We expect aVivpro employees to be flexible on location based on where the need is.

Please ascertain from the Talent Acquisition team (the person who is interacting with you on your offer) on the joining location.

### **Pune**

*Pravin Jadhav*  
aVivpro (OPC) Pvt. Ltd.



*[Signature]*  
Dr. P.D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Alfiya Biradar

Ref No: 31144557  
29-Oct-2024



Abhijeet More

Dear Abhijeet,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst** with **Cognizant Technology Solutions India Private Limited** ("Cognizant"). Your place of posting will be **Pune**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

You will be on probation for a period of 12 months from your date of joining. Your probation period includes your training program as applicable post joining as a full-time employee.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **08-Nov-2024**.

Please note:


- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **08-Nov-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.


If you have any further questions or need clarification on this offer, please feel free to contact us.


Best regards,

For **Cognizant Technology Solutions India Private Limited** ("Cognizant"),

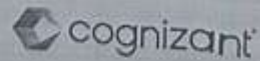
  
Shibu Balakrishnan  
AVP - HR

I have read the offer, understood and accept the above mentioned terms and conditions

Signature: 

  
Dr. P. D. Chaudhari  
Modern College of Pharmacy  
Hdgt. No. 411011  
Date: 08/11/2024





### Compensation and Benefits

Name: Abhijeet More

Designation: Trained - Junior Data Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA	2920	35,040
3	Conveyance Allowance	800	9,600
4	Company's contribution of PF #	1800	21,600
5	Advance Statutory Bonus***	2000	24,000
6	Special Allowance*	5477	65,724
7	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
<b>Annual Gross Compensation</b>			
<b>Annual Total Compensation</b>			249,996
Company's contribution towards benefits (Medical, Accident and Life Insurance)			249,996
<b>Annual Total Remuneration</b>			12,500
			269,496

As an associate you are entitled to the following additional benefits:

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

#### Leave and vacation:

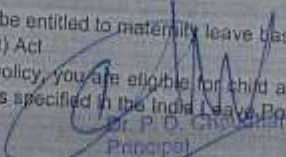
- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance

#### Category of Leave

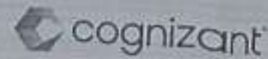
- Earned Leave - 18 days
- Sick Leave - 12 days
- Casual Leave - 6 days

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy

#### # Provident Fund Wages:

  
Dr. P. D. Chinnai  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

Regd. Office: 115/535, Old Mahabalpuram Road, Okkam Thoraipakkam, Chennai - 600 097



For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout."

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the named PF wages or PF wages as per this letter, whichever is lesser.

**Employee State Insurance (ESI):**

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

**\* Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines.
3. Optimize your earnings

#\* **Advance Statutory Bonus** is in line with the provisions of the Payment of Bonus Act.

**Note**

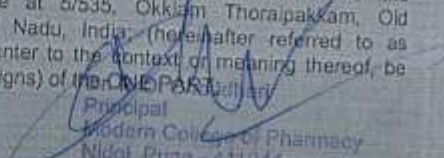
- Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same.
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant.

**Employment Agreement – Cognizant Technology Solutions India Private Limited**

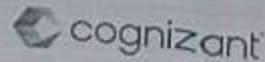
This Employment Agreement ("Agreement") is made effective as of 29-Oct-2024 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoralpakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India (hereafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART.

AND

  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411045

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoralpakkam, Chennai - 600 097



Abhijeet More, 24 (Age) residing at Anna Nagar, Devanar, Thiruvallur District, Tamil Nadu (hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

#### RECITAL

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant.

#### 1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

#### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or adverse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring in to Cognizant's systems or

offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/regulation.

Signature  
Nidhi, Puna - 411044

## 6. Work Schedule

- a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.
- b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.
- c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.
- d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

### 10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement,
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company,
- c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties, and
- d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

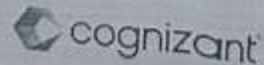
### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be

changed by the Company from time to time.



### 13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

### 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

### 17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you

  
Dr. P. B. Chaudhary  
Principal  
Modern College of Pharmacy  
No. 1, Pongu - 411054



even after cessation of your employment with the Company.

#### 18. Dispute Resolution and Governing law

The Parties shall make our best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

#### 19. General


This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof. You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

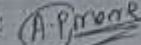
IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

Cognizant Technology Solutions India Private Limited


Abhijeet More

  
Shibu Balakrishnan  
AVP - HR

I have read, understood and accept the above-mentioned terms.

Signature: 

Date: 08/11/2024

  
Dr. P. D. Choudhary  
Principal  
Muzum College of Pharmacy  
Nidhi, Pune - 411044





May 29<sup>th</sup>, 2024

To,

Abhishek Namdev Nagare

Sub: Offer Letter

Dear Abhishek,

Subsequent to the discussion you had with us, we are pleased to make you an offer of Appointment as "Trainee" -Level "TRNE". You will be on training period of 6 months followed by probation period of 6 months. Your confirmation post training will be based on the performance during the training period.

You will be entitled to an annual CTC of Rs. 4,25,000/- (Rupees Four Lakhs Twenty-Five Thousand only), the break-up of which is annexed herewith. This is only an offer letter and not appointment order. The offer is only valid until **May 31<sup>st</sup>, 2024**.

A detailed appointment letter outlining the terms and conditions of service will be issued to you on joining. We would like you to join us by **June 10<sup>th</sup>, 2024**.

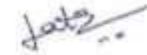
Please provide the following at the time of joining:

- Photocopies of education certificates
- PAN card photocopy
- Relieving letter of the previous employer (if any)
- Aadhar card photocopy
- Three passport size photographs

Kindly send a sign copy of this letter as a measure of your acceptance. Looking forward to a long and fruitful association with us.

Yours Sincerely,

For Enzene Biosciences Limited



Lata Kumar

AVP and Head HR



A Subsidiary of ALKEN LABORATORIES LIMITED  
Regd. Address: Plot No. 102/1/10, 11-Bldg, Shree-AMC, Pune-411044, Maharashtra, India  
+91 20 4713 4300

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

EN 425122020004230000  
www.alken.com

**ANNEXURE - CTC**

Components	Monthly	Annually
Basic	17,708	2,12,500
House Rent Allowance (HRA)	8,854	1,06,250
Education Allowance (EA)	200	2,400
Special Allowance (SA)	4,277	51,329
Gross Salary	31,040	3,72,479
Components	Monthly	Annually
Bonus	1,400	16800
Retiral Benefits	Monthly	Annually
Provident Fund (PF)	2,125	25,500
Gratuity	852	10,221
<b>TOTAL</b>	<b>31,040</b>	<b>4,25,000</b>

#Company contribution as per EPF and PPF Act.

##Payable as per the Payment of Gratuity Act.

^Bonus is paid annually.

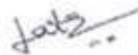
**Note:** All the above payments are subjected to Income Tax Act, as applicable.

In addition to the above, you will be covered under the following schemes as per the company policies:

Mediclaim / Hospitalization Coverage: The policy covers self, spouse, and two children subject to overall limit of Rs. 2 Lacs per annum.

Accident Assurance Benefit in case of disablement up to Rs. 4.0 Lacs and in case of Death benefit to Rs. 11.0 Lacs.

For Enzene Biosciences Limited



**Lata Kumar**

**AVP and Head HR**



**Dr. P. D. Chaudhari**  
Principal  
Modest College of Pharmacy  
Nidgi, Pune - 411044



A Subsidiary of ALKEM LABORATORIES LIMITED

Regd. Address: Plot No. 103/1/3A, 1-B, BKC, Mumbai-400050, Pune-411004, Maharashtra, India

+91 20 6712 4200

info@enzene.com

ENZENE

www.enzene.com



## OFFER LETTER

25 Dec, 2024

**Aditya Devendra Chonde**

It is our pleasure to inform you that upon assessment we have found your skills and competencies matching our requirements. We are pleased to offer you **Junior Executive** position within our **Quality Assurance-In Process Quality Assurance (IPQA)** department. This position is based out of **Factory**.

Following are the terms and conditions of the appointment:

### Commencement/Term

- You shall be required to join the company on **13-01-2025** however, if there are any changes to the proposed date we will work with you to establish a confirmed date. Should you fail to join on this date or proposed date communicated, this offer shall stand withdrawn at the sole discretion of the company.
- You will be on probation for a period of **six months**, or such extended period as may be decided based on your performance during the probation period.

Further, you shall get a detailed appointment letter upon joining which shall include all the terms and conditions of your employment with a detailed salary breakup.


We request you to bring the following original documents at the time of joining and submit these documents to the Human Resources Department for verification.

- Medical Fitness Certificate from any MBBS doctor (Refer Annexure D)**
- Self-attested copies of educational certificates and marksheets, like (10<sup>th</sup> /12<sup>th</sup> /Graduation/Post Graduation)
- Work Experience document (Experience /Relieving letters of all the previous companies you have worked)
- Passport size colored photograph – 3 copies
- Personal details: (i) Aadhar (ii) PAN (iii) Cancelled Cheque (iv) Permanent and current address proof
- Salary slips of last 3 months & Resignation Copy
- Bank Statement for salary check

This offer is subject to us receiving all the required documents along with satisfactory feedback from previous employment verification. It is also likely that we conduct Third Party reference check post you're joining and in the event these checks reveal negative reports, your services will be terminated with immediate effect without any financial obligation on us.

We look forward to the prospect of working together with you.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*(This is an electronically generated letter hence does not require signature)*

#### CORPORATE OFFICE:

402 Soemur Apartments,  
Daruwala Compound, S.V. Road,  
Malad (W), Mumbai-400064 India.

#### MANUFACTURING PLANT:

Plot No. 20B, Tansa Farm Estate,  
Village Met, Gonsar, Bhiwandi-Wada Road,  
Wada, Palghar-421312 India.

#### PELLTECH HEALTHCARE PVT LTD

P: +91-2267525354 / 02 / 03

W: www.pelltechhealthcare.com

CIN No: U24230MH2003PTC141566



### Annexure-I

#### Medical Fitness Certificate:

A certificate from any MBBS doctor stating that "You do not have any mental and physical illness and you are FIT to work"

Please do not resign from your current employment, till you get a go ahead from us on your medical clearance.

The offer letter stands withdrawn if:

1. No medical fitness certificate has been sent within the stipulated timeline.
2. No clearance given by Pell Tech Health Care Pvt Ltd.

For Pell Tech Health Care Pvt Ltd,

**Sajur Ahmed**

Please indicate your acceptance by digitally signing below.

**(Aditya Devendra Chonde)**



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidd, Pune - 411044

*(This is an electronically generated letter hence does not require signature)*

**CORPORATE OFFICE:**  
402 Sormur Apartments,  
Dairuwalli Compound, S.V. Road,  
Malad (W), Mumbai-400064 India.

**MANUFACTURING PLANT:**  
Plot No. 20B, Tansa Farm Estate,  
Village Met, Gonsai, Bhiwandi-Wada Road,  
Wada, Palghar-421312 India.

**PELLTECH HEALTHCARE PVT LTD**  
P: +91-2267525354 / 02 / 03  
W: www.pelltechhealthcare.com  
CIN No: U24230MH2003PTC141596



Date: 28 June 2024

Dear Adil Pathan,

Congratulations!

Further to your employment application, we are pleased to offer you the position of **Scientific Writer Intern** at Sqarona Medical Communications LLP.

The location of your reporting will be Hinjewadi, Pune.

Your total CTC will be 216,000 INR per annum and the probation period will be six (6) months from your joining (01 July 2024). Post which your employment will be confirmed, subject to satisfactory performance.

Your employment will be governed by the rules, regulations and policies of the company. Please note that the compensation offered to you is strictly confidential between Sqarona, your immediate family and your legal consultant and should not be discussed with anyone else apart from those mentioned above.

This offer is valid until 29 June 2024 (EOB), and it will expire. We request that you confirm acceptance of our offer.

Accepting this offer will constitute a valid contract between you and Sqarona. Therefore, you may initiate the necessary formalities of your exit from your current organization (if any) based on this letter.

Congratulations once again! We look forward to having you on board.

For Sqarona Medical Communications LLP,

Pravin Bolshete

Founder and Publication lead



I undersigned have read, understood and agreed to the terms and conditions as set forth in this letter.

Adil Pathan

Date:

Location:

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Offer Letter for Apprenticeship

Name Mr./Ms. Ajay Patange

Date: 09/09/2024

Dear, Ajay

We are pleased to extend to you this offer of working as an Apprentice and your Education: M.Pharm

If you accept this offer, you will begin your Apprenticeship in Department CVA

With the Company on Date: 01/10/2024 and will be expected to work 6 Days per week.

You will be paid a Stipend of Rs. 10,000/- per month less all applicable taxes and withholding.

As a Apprentice, you will not receive any of the employee benefits that regular company employees receive.

Your Apprenticeship is expected to complete in Month of Aug-2024. However, your

Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of it property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharma

*[Signature]*  
 Authorized Signatory



Acceptance:

I accept apprenticeship with the Company on the terms and conditions set out in this letter.

*[Signature]*  
09/09/24

Mr. Ajay Prakash Patange  
 M.Sc. Pune - 411004



**MACLEOD'S**  
 PHARMACEUTICALS  
 LIMITED

Regd. Office:  
 Aarati Arcade, Church Road,  
 Near Leela Hotel, Andheri-Kurla Road,  
 Andheri (East), Mumbai-400 059, India.

Phone : 91 - 22 - 5675 2800  
 Fax : 91 - 22 - 2925 5397  
 Cable : TOIECOX Mumbai-400 059.  
 Email : macleods@vsnl.com

Works:  
 Plot No. M-10 to M-14A  
 SEZ, Phase I, Pimpri  
 Dist - Dist. AP - 431 74.

## OFFER LETTER

Date: 09<sup>th</sup> September '24

Dear Akanksha Patil,

Re: Offer of Employment

Dear Akanksha,

Welcome to Ascentrik Research Pvt. Ltd.

This has reference to your application and the subsequent interview you had with us on 04<sup>th</sup> September '24. Based on our discussions, we are pleased to offer you a full-time employment opportunity with our Company Ascentrik Research Pvt. Ltd., Pune, subject to the terms mentioned herein.

This offer is subject to receipt of satisfactory references and proof of your eligibility to work in India.

**1. Position:**

You shall join as a Clinical Data Associate, Level 1. You will be located at our office in Pune. You may be transferred in future to any other location, as may be required by the Company at any given point of time.

**2. Compensation:**

You will receive a gross compensation package of Rs. 2,81,580 Per Annum (all inclusive). In addition, you shall be entitled to all statutory benefits provided to you under applicable local laws. You may also be entitled to emoluments or benefits, if any announced by the Company from time to time, and that may be prevailing at any point of time. The Company reserves the right to amend its compensation plans at its sole discretion upon notice. Your compensation is subject to deduction of tax and withholding as applicable.

The details of the compensation are detailed in the Annexure-I

**Mumbai:**  
A-106/107, Rupa Solitaire, Millennium Business  
Park, Mehape, Navi Mumbai-400 710,  
Phone: +91-022-41438605



**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida-201301

<http://www.ascenrik.com>  
info@ascenrik.com

**Pune:**  
GD Square, Office No. 406 & 407,  
BES Road, Wadgaon, Pune - 411057,  
Phone: +91-20-26537300

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**3. Joining Date:**

You are required to join on 11<sup>th</sup> September 2024 at 10:00 AM and report to the HR representative, failing which this offer will stand withdrawn and/or be treated as cancelled.

**4. Code of Conduct and Disciplinary Action:**

Subject to the applicable provisions of laws, your employment will be governed strictly by the policies that may be framed and remain in force from time to time. The employment can be terminated by giving 30 days' notice during probation and 60 days' notice in writing after confirmation in the services of the company by either you or the Company.

**5. Obligations Towards Previous Employment:**

Should you decide to accept this offer of employment, please be advised that the Company's policies require you to honour any agreement you may have with your previous employers. Furthermore, by signing this Offer Letter you confirm that you will not bring to your employment with the Company any information considered confidential and/or trade secret information of another entity, including any prior employer, and that you will not use any such confidential and/or trade secret information of another entity for purposes of your employment with the Company. In the event of any legal action taken or claim made by your previous employer(s) with respect to your employment with the Company, you alone (and not the Company) shall be liable and responsible for any costs or damages resulting from or related to the legal action or claim.

**6. Confidentiality:**

Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential. You are required to keep any and all communication from the Company, including the terms of this Offer Letter, strictly confidential and you shall not disclose the same to any third party. You will be required to sign a separate agreement for Confidentiality at the requirement of the Company.

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**Noida:**  
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Sector-63, Noida- 201301

<http://www.ascentrik.com>  
[info@ascentrik.com](mailto:info@ascentrik.com)

**Pune:**  
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B.B. Building, Wakol, Pune - 411 057,  
Phone: +91-020-66517300

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**7. Reference Check:**

Ascentrik will conduct reference checks/ background checks and drug test through a third-party agency at its sole discretion to verify and authenticate the details furnished by you during your job application and interview. This offer is subject to your satisfactory completion of background verification. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to forthwith terminate your employment without notice.

**8. Other terms & conditions:**

- i. Your office timing's will be from 10:00 AM to 07:00 PM, with a break of 1 hour, Monday through Saturday in the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> week of the Month and Monday through Friday in the 2<sup>nd</sup> and 4<sup>th</sup> week of the month.
- ii. Your designation may be changed depending on the work assigned to you at the discretion of the Company.
- iii. You will be entitled for an aggregate of 21 days of leave in accordance with the Company's policy as applicable from time to time. (details outlined in the appointment letter and Employee Handbook)
- iv. You may be required to travel on Company work and you will be reimbursed expenses as per the then prevalent Company policy on travel and expenses.
- v. You will not undertake business of similar nature with any other Company during the period of your employment with this Company.
- vi. If you are absent for a continuous period of 3 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.

By accepting this offer, you agree to abide by all Ascentrik policies and procedures as well as the terms and conditions as mentioned in this offer letter. We welcome you to Ascentrik and request your acceptance of these employment terms by signing and dating the offer letter and enclosed Employment Agreement and return the same to my email listed below as soon as possible.

We are pleased to have you join the Ascentrik team as a member of what we feel is an organization that offers each employee an opportunity for personal and professional development. We look forward to working with you in the future and hope you will find your employment at Ascentrik a rewarding experience.

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**Pune:**  
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Bhamburda Wakel, Pune - 411 057,  
Phone: +91 20 66532300

  
Mr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

You will be issued a comprehensive Appointment Letter within 15 days from the date of appointment; meanwhile the offer letter will be treated as an official intimation of your appointment.

Before your joining you are required to submit the scan copies of following documents to the HR department.

1. SSC Marksheet.
2. HSC Marksheet/Diploma Marksheet.
3. Graduation Marksheet (Only Final Year required).
4. Post-Graduation Marksheet (If applicable).
5. Degree Certificates.
6. PAN Card.
7. Aadhar Card (Both front and back side).
8. Passport Size Photo.
9. Relieving/Experience Letter (If applicable).
10. Last three month's pay slips (If applicable).
11. Proof of age and address if different from those mentioned in the identity proof.
12. Provident Fund account number and related details (if applicable);
13. A copy of Form 16 (if applicable)

Your final appointment will be subject to the confirmation of the authenticity of the documents provided and all verifications and checks of the documents you have furnished to the Company.

Please note following rules are applicable once you join the organization.

- The employee should serve notice period as per policies of role/company.
- We do not work on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays, public holidays (as in company holiday list) and Sundays. However, depending on urgency of project deliveries, if required, you are bound to attend office on these days. You will get over time for that day on such occasions.

The Company looks for a long-term association with all its employees and expects the same from you.

We congratulate and welcome you to Ascentrik Research Pvt. Ltd.

**Mumbai:**  
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Park, Mahape, Navi Mumbai-400 710,  
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**Noida:**  
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Sector-63, Noida- 201301

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info@ascentrik.com

**Pune:**  
G.O. Square, Office No. 400 & 407,  
B-Building, Winkat, Pune - 411 057,  
Phone: +91-020-66337300

  
Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Annexure – I

Fixed Pay	
Gross Salary	21,767
Basic	13,060
HRA	6,530
LTA	1,088
Conveyance Allowance	1,089
Deductions	
Employee PF	1,567
Total Deductions	1,567
Net Pay	20,200
Add: Employer PF	1,698
Total CTC	23,465

Note – Applicable Professional Tax will be deducted if the Gross Salary increases more than 25,000.

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Phone: +91-020-66937300

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

## OFFER LETTER

Date: 09<sup>th</sup> September '24

Dear **Animesh Ramkrishna Patil**

Re: Offer of Employment

Dear Animesh,

Welcome to Ascentrik Research Pvt. Ltd.

This has reference to your application and the subsequent interview you had with us on 04<sup>th</sup> September '24. Based on our discussions, we are pleased to offer you a full-time employment opportunity with our Company Ascentrik Research Pvt. Ltd., Pune, subject to the terms mentioned herein.

This offer is subject to receipt of satisfactory references and proof of your eligibility to work in India.

**1. Position:**

You shall join as a Clinical Data Associate, Level 1. You will be located at our office in Pune. You may be transferred in future to any other location, as may be required by the Company at any given point of time.

**2. Compensation:**

You will receive a gross compensation package of Rs. 2,81,580 Per Annum (all inclusive). In addition, you shall be entitled to all statutory benefits provided to you under applicable local laws. You may also be entitled to emoluments or benefits, if any announced by the Company from time to time, and that may be prevailing at any point of time. The Company reserves the right to amend its compensation plans at its sole discretion upon notice. Your compensation is subject to deduction of tax and withholding as applicable.

The details of the compensation are detailed in the Annexure-I

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**Noida:**  
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Sector-63, Noida- 201301

**Pune:**  
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B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300

<http://www.ascentrik.com>  
info@ascentrik.com

**3. Joining Date:**

You are required to join on 11<sup>th</sup> September 2024 at 10:00 AM and report to the HR representative, failing which this offer will stand withdrawn and/or be treated as cancelled.

**4. Code of Conduct and Disciplinary Action:**

Subject to the applicable provisions of laws, your employment will be governed strictly by the policies that may be framed and remain in force from time to time. The employment can be terminated by giving 30 days' notice during probation and 60 days' notice in writing after confirmation in the services of the company by either you or the Company.

**5. Obligations Towards Previous Employment:**

Should you decide to accept this offer of employment, please be advised that the Company's policies require you to honour any agreement you may have with your previous employers. Furthermore, by signing this Offer Letter you confirm that you will not bring to your employment with the Company any information considered confidential and/or trade secret information of another entity, including any prior employer, and that you will not use any such confidential and/or trade secret information of another entity for purposes of your employment with the Company. In the event of any legal action taken or claim made by your previous employer(s) with respect to your employment with the Company, you alone (and not the Company) shall be liable and responsible for any costs or damages resulting from or related to the legal action or claim.

**6. Confidentiality:**

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**7. Reference Check:**

Ascentrik will conduct reference checks/ background checks and drug test through a third-party agency at its sole discretion to verify and authenticate the details furnished by you during your job application and interview. This offer is subject to your satisfactory completion of background verification. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to forthwith terminate your employment without notice.

**8. Other terms & conditions:**

- i. Your office timing's will be from 10:00 AM to 07:00 PM, with a break of 1 hour, Monday through Saturday in the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> week of the Month and Monday through Friday in the 2<sup>nd</sup> and 4<sup>th</sup> week of the month.
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- vi. If you are absent for a continuous period of 3 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.

By accepting this offer, you agree to abide by all Ascentrik policies and procedures as well as the terms and conditions as mentioned in this offer letter. We welcome you to Ascentrik and request your acceptance of these employment terms by signing and dating the offer letter and enclosed Employment Agreement and return the same to my email listed below as soon as possible.

We are pleased to have you join the Ascentrik team as a member of what we feel is an organization that offers each employee an opportunity for personal and professional development. We look forward to working with you in the future and hope you will find your employment at Ascentrik a rewarding experience.

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Sector-63, Noida- 201301

**Pune:**  
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Phone: +91-020-66537300

<http://www.ascentrik.com>  
info@ascentrik.com

You will be issued a comprehensive Appointment Letter within 15 days from the date of appointment; meanwhile the offer letter will be treated as an official intimation of your appointment.

Before your joining you are required to submit the scan copies of following documents to the HR department.

1. SSC Marksheet.
2. HSC Marksheet/Diploma Marksheet.
3. Graduation Marksheet (Only Final Year required).
4. Post-Graduation Marksheet (If applicable).
5. Degree Certificates.
6. PAN Card.
7. Aadhar Card (Both front and back side).
8. Passport Size Photo.
9. Relieving/Experience Letter (If applicable).
10. Last three month's pay slips (if applicable).
11. Proof of age and address if different from those mentioned in the identity proof.
12. Provident Fund account number and related details (if applicable);
13. A copy of Form 16 (if applicable)

Your final appointment will be subject to the confirmation of the authenticity of the documents provided and all verifications and checks of the documents you have furnished to the Company.

**Please note following rules are applicable once you join the organization.**

- The employee should serve notice period as per policies of role/company.
- We do not work on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays, public holidays (as in company holiday list) and Sundays. However, depending on urgency of project deliveries, if required, you are bound to attend office on these days. You will get over time for that day on such occasions.

The Company looks for a long-term association with all its employees and expects the same from you.

We congratulate and welcome you to **Ascentrik Research Pvt. Ltd.**

Annexure – I

Fixed Pay	
Gross Salary	21,767
Basic	13,060
HRA	6,530
LTA	1,088
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Deductions	
Employee PF	1,567
Total Deductions	1,567
Net Pay	20,200
Add: Employer PF	1,698
Total CTC	23,465

Note – Applicable Professional Tax will be deducted if the Gross Salary increases more than 25,000.

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**Noida:**  
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Sector-63, Noida- 201301

**Pune:**  
G.O. Square, Office No. 406 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300

<http://www.ascenrik.com>  
info@ascenrik.com



## OFFER LETTER

Date: 09<sup>th</sup> September '24

Dear Anjali Gaikwad,

Re: Offer of Employment

Dear Anjali,

Welcome to Ascentrik Research Pvt. Ltd.

This has reference to your application and the subsequent interview you had with us on 04<sup>th</sup> September '24.

Based on our discussions, we are pleased to offer you a full-time employment opportunity with our Company Ascentrik Research Pvt. Ltd., Pune, subject to the terms mentioned herein.

This offer is subject to receipt of satisfactory references and proof of your eligibility to work in India.

### 1. Position:

You shall join as a Clinical Data Associate, Level 1. You will be located at our office in Pune. You may be transferred in future to any other location, as may be required by the Company at any given point of time.

### 2. Compensation:

You will receive a gross compensation package of Rs. 2,81,580 Per Annum (all inclusive). In addition, you shall be entitled to all statutory benefits provided to you under applicable local laws. You may also be entitled to emoluments or benefits, if any announced by the Company from time to time, and that may be prevailing at any point of time. The Company reserves the right to amend its compensation plans at its sole discretion upon notice. Your compensation is subject to deduction of tax and withholding as applicable.

The details of the compensation are detailed in the Annexure-I



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Noida:  
Office No. 108, 11-2B, ARV Park  
Sector-63, Noida- 201301

*Dr. P. D. Chandhail*  
Principal  
Modasa College of Pharmacy, Pune  
Modasa, Pune - 411 007

Pune:  
G.O. Square, Office No. 405 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300

**3. Joining Date:**

You are required to join on 11<sup>th</sup> September 2024 at 10:00 AM and report to the HR representative, failing which this offer will stand withdrawn and/or be treated as cancelled.

**4. Code of Conduct and Disciplinary Action:**

Subject to the applicable provisions of laws, your employment will be governed strictly by the policies that may be framed and remain in force from time to time. The employment can be terminated by giving 30 days' notice during probation and 60 days' notice in writing after confirmation in the services of the company by either you or the Company.

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Phone: +91-020-66537300

Dr. P. D. Phadnis  
(Principal)  
Maharaja College of Pharmacy  
Nidgi, Pune - 411044

**7. Reference Check:**

Ascentrik will conduct reference checks/ background checks and drug test through a third-party agency at its sole discretion to verify and authenticate the details furnished by you during your job application and interview. This offer is subject to your satisfactory completion of background verification. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to forthwith terminate your employment without notice.

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We are pleased to have you join the Ascentrik team as a member of what we feel is an organization that offers each employee an opportunity for personal and professional development. We look forward to working with you in the future and hope you will find your employment at Ascentrik a rewarding experience.



  
Dr. P. V. Chaudhari  
Principal  
Modern College of Pharmacy  
Noida, Pune - 411044

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You will be issued a comprehensive Appointment Letter within 15 days from the date of appointment; meanwhile the offer letter will be treated as an official intimation of your appointment.

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We congratulate and welcome you to **Ascentrik Research Pvt. Ltd.**



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Principal  
Modasa College of Pharmacy  
Modasa, Dist. Vadodra, Gujarat - 388 001

**Mumbai:**  
A-106/107, Rupa Software, Millennium Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605

**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida-201301

**Pune:**  
G.D. Square, Office No. 406 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300


<http://www.ascentrik.com>  
info@ascentrik.com

Annexure - I

Fixed Pay	
Gross Salary	21,767
Basic	13,060
HRA	6,530
LTA	1,088
Conveyance Allowance	1,089
Deductions	
Employee PF	1,567
Total Deductions	1,567
Net Pay	20,200
Add: Employer PF	1,698
Total CTC	23,465

Note - Applicable Professional Tax will be deducted if the Gross Salary increases more than 25,000.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Mumbai:**  
A-106/107, Rupe Solitaire, Millenium Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605

**Noida:**  
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Phone: +91-020-66537300

<http://www.ascentrik.com>  
info@ascentrik.com



December 18, 2024

Anuradha Kaka Kamble  
Sukmini Garadan Apart Flat No: GE 1/2, B1,  
Dhimanpurapeth, Satara, Maharashtra - 415002.

Dear Anuradha,

**OFFER OF APPOINTMENT**

This is in reference to the interview and discussions you had with us. We are pleased to offer you the position of "Junior Research Associate" under the grade of "Professional" in level "P0" in "Synthesis - Chemistry Solutions" of our organization and you will be based at Mallapur, Hyderabad.

Your Annual Cost to Company (CTC) will be INR 3,60,000/- (Rupees Three Lakhs Sixty Thousand per annum only), detailed CTC breakup is given in Annexure.

You will be on Probation for the first 6 months and during this period either party can terminate the service by giving one month's notice and thereafter three months' notice in writing, subject to the terms of the Service Agreement.

The Service agreement is for a period of 36 months. In case of breach of contract, you will be liable to pay 2 months last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before Dec 23, 2024, failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo a pre-employment medical checkup before the date of your joining.


Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks may be required as per the company policy.
3. Submission of all the following documents at the time of joining:

- i. Relieving letter and service certificate from current employer.
- ii. Last 3 months pay slips.
- iii. Form-16 if applicable
- iv. Four copies of your latest passport size photographs
- v. Copies of all Service certificates from past employment
- vi. Copies of all the educational certificates
- vii. PAN Card
- viii. Aadhar Card

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.

  
Suresh Anubolu  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_  
  
Dr. P. D. Chelidhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826

Annexure

Salary Structure – Anuradha Kaka Kamble

Salary Components	Per Month (INR.)	Per Annum (INR.)
<b>A. Gross Salary</b>		
Basic	9,733	1,16,792
HRA	3,893	46,717
Special Allowance	10,706	1,28,471
<b>Gross Salary (A)</b>	<b>24,332</b>	<b>2,91,980</b>
<b>B. Retiral &amp; Other Benefits</b>		
Provident Fund	1,800	21,600
Statutory Bonus	1,947	23,359
Group Medical Insurance Premium	1,453	17,440
Gratuity	468	5,618
<b>Benefits (B)</b>	<b>5,668</b>	<b>68,020</b>
<b>Total Cost to Company (A+B)</b>	<b>30,000</b>	<b>3,60,000</b>

1. PF & Group Medical Insurance mentioned are employer's contribution.
2. Statutory Bonus & Gratuity is an annualized amount and payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policy.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.



Suresh Anubolu  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_



Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826



Dr. P. V. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Date: 28 June 2024

Dear **Arpita Yalsangi**,

Congratulations!

Further to your employment application, we are pleased to offer you the position of **Scientific Writer Intern** at Sqarona Medical Communications LLP.

The location of your reporting will be Hinjewadi, Pune.

Your total CTC will be **216,000** INR per annum and the probation period will be six (6) months from your joining (01 July 2024). Post which your employment will be confirmed, subject to satisfactory performance.

Your employment will be governed by the rules, regulations and policies of the company. Please note that the compensation offered to you is strictly confidential between Sqarona, your immediate family and your legal consultant and should not be discussed with anyone else apart from those mentioned above.

This offer is valid until 29 June 2024 (EOB), and it will expire. We request that you confirm acceptance of our offer.

Accepting this offer will constitute a valid contract between you and Sqarona. Therefore, you may initiate the necessary formalities of your exit from your current organization (if any) based on this letter.

Congratulations once again! We look forward to having you on board.

For Sqarona Medical Communications LLP.

**Pravin Bolshete**

**Founder and Publication lead**



I undersigned have read, understood and agreed to the terms and conditions as set forth in this letter.

**Adil Pathan**

Date:

Location:



**Dr. P. D. Chaudhan**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





December 18, 2024

**Damini Pradip Shinde**  
Swami Vihar , D Wing , Kalas  
Nagar ,Kalas Pune ,Maharashtra -  
413104

**OFFER OF APPOINTMENT**

Dear Damini ,

This is in reference to the interview and discussions you had with us. We are pleased to offer you the position of "Junior Research Associate" under the grade of "Professional" in level "PO" in "Synthesis - Chemistry Solutions" of our organization and you will be based at Mallapur, Hyderabad.

Your Annual Cost to Company (CTC) will be **INR. 3,60,000/- (Rupees Three Lakhs Sixty Thousand per annum only)**, detailed CTC breakup is given in Annexure.

You will be on Probation for the first 6 months and during this period either party can terminate the service by giving one month's notice and thereafter three months' notice in writing, subject to the terms of the Service Agreement.

The Service agreement is for a period of 36 months. In case of breach of contract, you will be liable to pay 2 months last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before **Dec 23, 2024**, failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo a pre-employment medical checkup before the date of your joining.

Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks may be required as per the company policy.
3. Submission of all the following documents at the time of joining:
  - i. Relieving letter and service certificate from current employer
  - ii. Last 3 months pay slips.
  - iii. Form-16 if applicable
  - iv. Four copies of your latest passport size photographs
  - v. Copies of all Service certificates from past employment
  - vi. Copies of all the educational certificates
  - vii. PAN Card
  - viii. Aadhar Card

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.

**Suresh Anubolu**  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826



**D. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Annexure

**Salary Structure – Damini Pradip Shinde**

Salary Components	Per Month (INR.)	Per Annum (INR.)
<b>A. Gross Salary</b>		
Basic	9,733	1,16,792
HRA	3,893	46,717
Special Allowance	10,706	1,28,471
<b>Gross Salary (A)</b>	<b>24,332</b>	<b>2,91,980</b>
<b>B. Retiral &amp; Other Benefits</b>		
Provident Fund	1,800	21,600
Statutory Bonus	1,947	23,359
Group Medical Insurance Premium	1,453	17,440
Gratuity	468	5,618
<b>Benefits (B)</b>	<b>5,668</b>	<b>68,020</b>
<b>Total Cost to Company (A+B)</b>	<b>30,000</b>	<b>3,60,000</b>

1. PF & Group Medical Insurance mentioned are employer's contribution.
2. Statutory Bonus & Gratuity is an annualized amount and payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTU and EDLI Policy.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.



**Suresh Anubolu**  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

**Registered & Corporate Office**  
**Aragen Life Sciences Limited**  
2BA, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826




**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Ref No: 31485707  
29-Oct-2024



Divya Dhamankar

Dear Divya,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Pune**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

You will be on probation for a period of 12 months from your date of joining. Your probation period includes your training program as applicable post joining as a full-time employee.

Your appointment will be governed by the terms and conditions of employment presented in Employment Agreement, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **08-Nov-2024**.

Please note:


- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **08-Nov-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

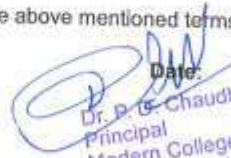
For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,

  
Shibu Balakrishnan  
AVP - HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:



  
Date:  
Dr. P. G. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

### Compensation and Benefits

**Name:** Divya Dhamankar **Designation:** Trainee - Junior Data Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA	2920	35,040
3	Conveyance Allowance	800	9,600
4	Company's contribution of PF #	1800	21,600
5	Advance Statutory Bonus***	2000	24,000
6	Special Allowance*	5477	65,724
7	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
<b>Annual Gross Compensation</b>			<b>249,996</b>
<b>Annual Total Compensation</b>			<b>249,996</b>
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
<b>Annual Total Remuneration</b>			<b>269,496</b>

As an associate you are entitled to the following additional benefits:

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

#### Leave and vacation:

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

#### Category of Leave

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

#### # Provident Fund Wages:

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



Dr. P. D. Chandhvari  
Modern College of Pharmacy



For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout."

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser.

**Employee State Insurance (ESI):**

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

**\* Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

**#\* Advance Statutory Bonus** is in line with the provisions of the Payment of Bonus Act

**Note:**

- Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

**Employment Agreement – Cognizant Technology Solutions India Private Limited**

This Employment Agreement ("Agreement") is made effective as of 29-Oct-2024 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; hereinafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART.

AND

Dr. P. S. G. Srinivasan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



Divya Dhamankar, \_\_\_\_ (Age) ,residing at \_\_\_\_\_  
(hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

#### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or adverse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or



offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group statutory bodies/authorities as required under applicable law/requirements.

B. P. D. Chaudhari

Principal

HR, Cognizant  
Pune - 411044

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoralpakkam, Chennai - 600 097



## 6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility to stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.



#### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

#### 10. Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

#### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

#### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be

changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

### 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

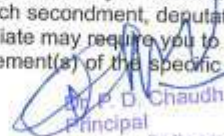
- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

### 17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you

  
M. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

even after cessation of your employment with the Company.

#### 18. Dispute Resolution and Governing law

The Parties shall make our best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

#### 19. General


This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto), are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof. You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited**

**Divya Dhamankar**


  
Shibu Balakrishnan  
AVP - HR

I have read, understood and accept the above-mentioned terms.

**Signature:**

**Date:**



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Date – 20<sup>th</sup> Aug 2024

Name: Fiza Vahid Shaikh  
Pune

Dear Fiza,

We are delighted to welcome you as an Intern with our **Bioequivalence and Clinical Support Department** for a tenure of **3 months**. Starting from 2<sup>nd</sup> September 2024 to 3<sup>rd</sup> December 2024. This tenure is extendable basis mutual agreement.

You will be provided **INR 13,000/-** per month as stipend.

We are confident that you will have a great learning experience and wish you the most enjoyable, memorable, and truly meaningful internship experience with us.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Authorized Signatory

**Rubicon Research Private Limited**

**Corporate Office & R&D Center**  
MedOne House, B-75, Road No. 33,  
Wagle Estate, Thane - 400 604,  
Maharashtra, India  
Tel: 91-22-61414000/50414000  
Fax: 91-22-61414021  
CIN: U73100MH1999PTC119744

**Manufacturing Plant-I**  
K-30/4 & 30/5, Additional, M.I.D.C.,  
Ambemath, Thane - 421 506  
Maharashtra, India  
Tel: 0251-7139500 / 3501240  
Fax: 0251-7139575  
Email: rubicon@rubicon.co.in

**Manufacturing Plant-II**  
J-4/2, Additional M.I.D.C.,  
Saitara - 415 004,  
Maharashtra, India  
Tel: 02162-240309 / 240463  
Fax 02162-240331  
Website: www.rubicon.co.in

Date: 19<sup>th</sup> December 2024


**APPOINTMENT LETTER**

Dear Mr. Ganesh S. Desai

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development** Department in *Our Organization with effect from 19<sup>th</sup> December 2024* on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10** lakhs per annum. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

***Callidus Research Laboratories Pvt. Ltd.***

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formula, correspondence, etc. and also information and instructions that passed through you or come to your



*[Signature]*  
Dr. P. S. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.

18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.
19. You will keep us informed any change of your residential address or civil status.
20. You will retire from the services on attaining the age of 58 years.
21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories.

  
Authorized Signatory



I, accept appointment on the terms and conditions as detailed above by.

Signature:

Date:



  
D. P. B. Chaudhary  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Callidus Research Laboratories Pvt. Ltd.**

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

5<sup>th</sup> November 2024

To  
**Ms. Gayatri Jagdale,**  
At post - Bhosari,  
Tal.Haveli,  
Pune, Maharashtra

**Subject: Offer for Appointment**

Dear Gayatri,

Congratulations!

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Trainee - Formulation Development** in our organization for a period of 1 year from your date of joining. You will be stationed at our R&D center at Par Formulations Pvt. Ltd | 8 -A1/2, Kalwa Block, TTC Industrial Area, Thane- Belapur Road, Digha, Airoli MIDC, Navi Mumbai, Maharashtra. 400708.

You will receive a detailed appointment letter, compensation, and emoluments from us at the time of joining. To complete all joining formalities, please refer to Annexure - I.

You are advised to join on or before 11<sup>th</sup> November 2024. In case you do not join us in the stipulated time, this offer will be withdrawn at the sole discretion of the management.

You are requested to confirm your acceptance of this offer in writing duly signed on or before 7<sup>th</sup> November 2024.

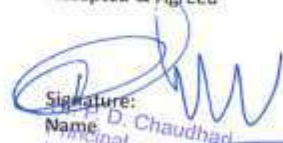
Thanking you  
Yours truly

For PAR FORMULATIONS PVT LTD

  
**Bhushan Ghollar**  
Associate Director - Human Resources



Accepted & Agreed

  
Signature:  
Name: **D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure - I

(A) You are requested to submit the documents listed below at the time of joining:

1. All educational certificates, both original and one set of photocopies
2. 5 recent passport size photographs
3. Permanent Identification Number (PAN) Card
4. Address Proof
5. Bank account details for crediting salary

(B) You will be required to undergo a pre-employment medical examination to certify your fitness. Alternatively, if you have recently undergone a comprehensive medical examination at an established hospital, in the last three months, you may submit the reports from the same.

For PAR FORMULATIONS PVT LTD

  
Bhushan Ghollar  
Associate Director – Human Resources

Accepted & Agreed

Signature:  
Name



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Compensation Statement (Annexure-I)**

Name: Gayatri Jagdale  
Trainee - Formulation Development

Particulars	Per Month		Per Annum	
<b>Monthly Benefits</b>				
Basic	Rs.	15,000	Rs.	180,000
HRA	Rs.	5,591	Rs.	67,092
Education Allowance	Rs.	200	Rs.	2,400
Special Allowance	Rs.	9,493	Rs.	113,916
<b>Monthly Gross (Total A)</b>	Rs.	30,284	Rs.	363,408
Company Provident Fund	Rs.	1,800	Rs.	21,600
Slautory bonus			Rs.	15,000
<b>Statutory and Yearly Benefits (B)</b>			Rs.	36,600
<b>Total CTC (A+B)</b>	Rs.	30,284	Rs.	400,008

For Par Formulations Pvt Ltd.


Accepted & Agreed



Bhushan Ghollar  
Associate Director - Human Resources

Signature  
Name



  
P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Ref No: 31712397  
25-Nov-2024



Geetanjali More

Dear Geetanjali,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst** with **Cognizant Technology Solutions India Private Limited** ("Cognizant"). Your place of posting will be **Pune**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months of your** experience as relevant in this offer, which will be kept up-to-date in our records.

You will be on probation for a period of 12 months from your date of joining. Your probation period includes your training program as applicable post joining as a full-time employee.

Your appointment will be governed by the terms and conditions of employment presented in Employment Agreement, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **28-Nov-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks.
- This offer is valid upto **28-Nov-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing.
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant.

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

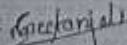
If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

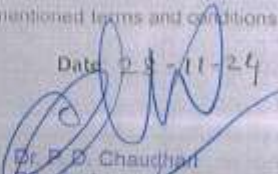
For **Cognizant Technology Solutions India Private Limited** ("Cognizant").

Shibu Batakrishnan  
AVP - HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: 

Date: 23-11-24

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## MICRO LABS LIMITED

REGD. & CORPORATE OFFICE: # 31, RACE COURSE ROAD, BENGALURU 560 001, KARNATAKA, INDIA  
Tel.: +91-80-2237 0451- 57 Fax : +91-80-2237 0463 CIN: U24232KA1973PLC002001 Website: www.microlabsltd.com Email : info@microlabs.in

MLL/ML-21/OS/2024/OL/17107

19.07.2024

Mr. Harshal Rajesh Patil  
Flat No. 203, Bhakti Gulmohar  
Yashwantrao Nagar  
Talegaon Dabhade  
Pune, Maharashtra - 410507

**Sub: Offer of Employment**

Dear Mr. Harshal Rajesh Patil

This has reference to your application for employment in our company and the subsequent interview you had with us. We are pleased to offer you an employment with our organization in the R&D F department based at R&D - Mumbai, Mumbai. The remuneration package as mutually agreed upon shall be communicated to you on your joining with us.

Please note that this is merely an Offer Letter. The Company's standard Appointment Letter containing exhaustive terms and conditions of employment will be issued to you on your joining the company, which shall be binding on you.

You are requested to join us latest by 30.07.2024 failing which this Offer of employment stands withdrawn. Kindly also confirm your exact Date of Joining at least 7 days prior to your joining the Organization.

You are required to submit the following documents at the time of joining :

- Joining Report
- Passport size photographs - 3 Nos.
- Photocopy of your educational Certificates – From SSLC onwards
- Proof of Date of Birth
- Pre-employment Medical Fitness Certificate from a Registered Medical Practising Doctor
- Copy of Resignation and Relieving letter from immediate previous employer
- Last Salary Slip / Salary Certificate, as applicable
- Provisional Income and Tax deducted as source Certificate from the previous employer (if applicable) along with a copy of PAN card
- PF UAN from previous employer
- Copy of Aadhar Card

Kindly confirm your acceptance of joining on the duplicate copy of this Offer Letter.

Yours cordially,  
For MICRO LABS LIMITED,

  
Ramkrishnan .V.R  
Associate Vice President - Human Resources



  
Dr. B. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



कार्यालय जिल्हा परिषद छत्रपती संभाजीनगर  
आरोग्य विभाग  
E-mail : dhonurangabad@rediffmail.com  
संकेतस्थळ : www.aurangabadzp.gov.in



- छात्रा :- ०१. महाराष्ट्र जिल्हा परिषदा व पंचायत समिती अधिनियम १९६४  
०२. महाराष्ट्र जिल्हा परिषदा, जिल्हा सेवा (सेवा प्रवेश) नियम १९६७  
०३. स.आ.पा. शा.नि.क्र. संकीर्ण-८२/२००२/२०००/प्र.क्र.४१५/का-२ दिनांक २५ मे २००१  
०४. सा.प्र.वि. शा.नि.क्र. राआपो-४०१९/प्र.क्र.३२/१६-अ दिनांक १२ फेब्रुवारी २०१९  
०५. सा.प्र.वि. शा.नि.क्र. दिव्यांग २०१८/प्र.क्र. ११४/१६अ दिनांक २५ मे २०१९  
०६. सा.प्र.वि. शा.नि.क्र. प्राथमिक-१२२२/प्र.क्र. ५४/का.१३अ दिनांक ४ मे २०२२  
०७. प्रा.वि.वि. शा.नि. क्र संकीर्ण-२०२२/प्र.क्र. ११ आस्था-८ दिनांक १० मे २०२२  
०८. प्रा.वि.वि. शा.नि. क्र संकीर्ण-२०२२/प्र.क्र. ११ आस्था-८ दिनांक २१ ऑक्टोबर २०२२  
०९. वि.वि. शा.नि. पदवि-२०२२/प्र.क्र.२/२०२२/आ.मु.का. दिनांक ३१ ऑक्टोबर २०२२  
१०. सा.प्र.वि. शा.नि.क्र. प्राथमिक १२२२/प्र.क्र.३०/का-१३ अ दिनांक २ नोव्हेंबर २०२२  
११. सा.प्र.वि. शा.नि.क्र. संकीर्ण २०२२/प्र.क्र.११/आस्था-८ दिनांक १५ नोव्हेंबर २०२२  
१२. सा.प्र.वि. शा.नि.क्र. प्राथमिक १२२२/प्र.क्र.१३६/का.१३.अ दिनांक २१ नोव्हेंबर २०२२  
१३. वि.वि. शा.नि.क्र. सनिको-२०२२/प्र.क्र. २४/सेवा-४ दिनांक ३१ मार्च २०२३  
१४. म.शा. सा.प्र.वि. संशोधन, मुंबई यांचे पत्र क्र संकीर्ण-२०२२/प्र.क्र.११/आस्था-७ दिनांक १२ एप्रिल २०२३  
१५. प्रा.वि.वि. शा.नि.क्र. संकीर्ण २०२२/प्र.क्र.११/आस्था-८ दिनांक १५ मे २०२३  
१६. या खात्यातपाची वर्तमान पदात प्रसिध्द केलेली जाहिरात दिनांक ५ ऑगस्ट २०२३  
१७. IBPS कर्पनीकडून प्राप्त सर्वसाधारण गृणघना यारी दिनांक १६/०२/२०२४  
१८. मुळ कामपत्र/दस्तऐवजी पडताळणी दिनांक २२/३/२०२४  
१९. अंतिम निवड यारी दिनांक १/८/२०२४  
२०. सन्मुखित्तन प्रक्रिया दिनांक ८/८/२०२४

जात जिपछ.सं/आरोग्य/आस्था ३ च/२०२४/४४०९  
कार्यालय जिल्हा परिषद छत्रपती संभाजीनगर  
दिनांक ०८/०८/२०२४

**आदेश :-**

महाराष्ट्र जिल्हा परिषद व पंचायत समिती अधिनियम १९६१ चे नियम ९५(२)/४) अन्वये प्राप्त असलेल्या अधिकारानुसार मी मुख्य कार्यकारी अधिकारी, जिल्हा परिषद छत्रपती संभाजीनगर संदर्भिय क्र १ ते १४ नुसार शासन निर्णयातील तरतुदीच्या अधीन राहून सर्वसाधारण गृणघना यारी नुसार अंतिम निवड मुर्षीतील खालील उमेदवारास जिल्हा परिषद सरळसेवा भरती २०२३ अंतर्गत शैक्षणिक पात्रता, अंतरक्षण व प्रयोगनिहाय उपलब्ध रिक्त पदानुसार ओपध निर्माण अधिकारी, जिल्हा तांत्रिक सेवा (वर्ग-३) या पदावर एस-१० : (२९२००-९२३००) या घेतनश्रेणीत नेमणूक देण्यात येत आहे. याशिवाय जिल्हा परिषदेच्या समान घेतनश्रेणीत काम करणाऱ्या कर्मचाऱ्याप्रमाणे शासकीय नियमानुसार महागाई भत्ता व इतर भत्ते घेण्यास पात्र राहतील. त्याची पदस्थापना रकाना क्र. ०५ मध्ये दर्शविलेल्या ठिकाणी करण्यात येत आहे.

अ.क्र.	उमेदवाराचे नाव	पता	उमेदवाराचा पदवी	निवड प्रवर्ग	पदस्थापनेचे कार्यालय
१	२	३	४	५	६
१	श्रीमती हंपाली दुर्गादास दिवले	सम्राट हॉटेलसमोरी, समर्थनगर, कन्नड	म.ज.ब.	म.ज.ब.	प्रा.आ.क.घडनेर ता.कन्नड

उपरोक्त उमेदवारांची नियुक्ती खालील अटी व शर्तीच्या अधीन राहून करण्यात येत आहे :-  
०१. सदर नेमणूक ही तात्पुरत्या व हेगामी स्वराताची असून नेमणूक केल्या जाईल त्या वेळीच कामे अंतिमस्थानवारक आढळून आल्यास त्यांना कोणत्याही नाटोस न देता जिल्हा परिषद सर्वेतून काढून टाकण्यात येईल.  
०२. नेमणूक केलेले उमेदवार त्यांचे नेमणूकीच्या ठिकाणी आदेश प्राप्त झाल्यापासून वेळोवेळी आत पदस्थापनेच्या ठिकाणी हजर राहतील. हजर न झाल्यास नेमणूकीचे आदेश रद्द करण्यात येतील व कोणत्याही परिस्थितीत रजू होण्यासाठी मुदतवाढ मिळणार नाही.

### Broken Period Summary Report

Employee Details			
Sevarth-Id	022FEND0F9104	022FEND0F9104	022FEND0F9104
Employee-Name	MARSHAL DURGADAS DODHWARE	MARSHAL DURGADAS DODHWARE	MARSHAL DURGADAS DODHWARE
From-Date	2024-08-08	2024-09-01	2024-10-01
To-Date	2024-08-31	2024-09-30	2024-10-31
No.Of Days	24	30	31
Basic-Pay	22606	29200	29200
Reason	Others	Others	Others
Remarks	Working Day	Working Day	Working Day
<b>Allowances</b>			
TPC DA	11503	14600	14600
House Rent Allowance (H.R.A)	2025	2628	2628
Transport Allowance (T.A)	1045	1350	1350
Gross Adjustable for DCPS	4747	6132	6132
<b>Deductions</b>			
DCPS	3351	4300	4300
Professional Tax	200	200	200
DEDUCTION ADJUSTABLE	4747	6132	6132
Revenue Stamp	1	1	1
<b>Net-Pay</b>	<b>3397</b>	<b>4397</b>	<b>4597</b>

  
 Dr. P. D. Chaudhan  
 Principal  
 Modern College of Pharmacy  
 Ndg, Pune - 411044



Ref No: 31485625  
29-Oct-2024



Kalyani Ghotekar

Dear Kalyani,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst** with **Cognizant Technology Solutions India Private Limited** ("Cognizant"). Your place of posting will be **Pune**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

You will be on probation for a period of 12 months from your date of joining. Your probation period includes your training program as applicable post joining as a full-time employee.

Your appointment will be governed by the terms and conditions of employment presented in Employment Agreement, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **08-Nov-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **08-Nov-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited** ("Cognizant"),

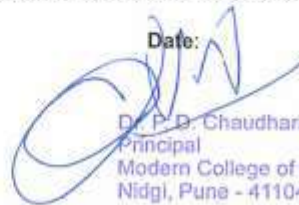


Shibu Balakrishnan  
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:



D. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoralpakkam, Chennai - 600 097

### Compensation and Benefits

**Name:** Kalyani Ghotekar **Designation:** Trainee - Junior Data Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA	2920	35,040
3	Conveyance Allowance	800	9,600
4	Company's contribution of PF #	1800	21,600
5	Advance Statutory Bonus***	2000	24,000
6	Special Allowance*	5477	65,724
7	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	538	6,432
<b>Annual Gross Compensation</b>			<b>249,996</b>
<b>Annual Total Compensation</b>			<b>249,996</b>
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
<b>Annual Total Remuneration</b>			<b>269,496</b>

As an associate you are entitled to the following additional benefits:

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

#### Leave and vacation:

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

#### Category of Leave

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

Dr. D. Chaudhari

Pharmacy

Nidgi, Pune - 411044

#### # Provident Fund Wages:

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoralpakkam, Chennai - 600 097





For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout."

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser.

**Employee State Insurance (ESI):**

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

**\* Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

**#\* Advance Statutory Bonus** is in line with the provisions of the Payment of Bonus Act

**Note:**

- Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

**Employment Agreement – Cognizant Technology Solutions India Private Limited**

This Employment Agreement ("Agreement") is made effective as of 29-Oct-2024 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant," which shall, unless context to the contrary, mean and include its successors and assigns) of the ONE PART,

AND

Dr. P. S. Chaudhary  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



Kalyani Ghotekar, \_\_\_\_ (Age) residing at \_\_\_\_\_  
(hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

**RECITAL:**

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

**1. Duties and Responsibilities**

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

**2. Place of Employment**

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

**3. No Alternate Employment, No Conflict, Etc.**

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or adverse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or



offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates; its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

Dr. P. D. Chaudhari

Regd Office: 115/535, Old Mahabalipuram Road, Okklam Thoraipakkam, Chennai - 600 097

## 6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility to stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

### 10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;
- c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and
- d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be

changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

### 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

### 17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you

  
Dr. P.D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Date: 01<sup>st</sup> July 2024


**APPOINTMENT LETTER**

Dear **Mr. Krishna Gangadhar Halne**

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development** Department in *Our Organization* with effect from *01st July 2024* on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10 lakhs** per annum. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

***Callidus Research Laboratories Pvt. Ltd.***

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra, (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formula, correspondence, etc. and also information and instructions that passed through you or come to your

*P. D. Chaudhari*  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com



- knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.
18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.
19. You will keep us informed any change of your residential address or civil status.
20. You will retire from the services on attaining the age of 58 years.
21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories,




Authorized Signatory



I, accept appointment on the terms and conditions as detailed above by.

Signature:

Date:



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

Date – 20<sup>th</sup> Aug 2024

Name: **Madhuri Gangurde**  
Nasik

Dear Madhuri Gangurde,

We are delighted to welcome you as an Intern with our **Bioequivalence and Clinical Support Department** for a tenure of **3 months**. Starting from 2<sup>nd</sup> September 2024 to 3<sup>rd</sup> December 2024. This tenure is extendable basis mutual agreement.

You will be provided **INR 13,000/-** per month as stipend.


We are confident that you will have a great learning experience and wish you the most enjoyable, memorable, and truly meaningful internship experience with us.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Authorized Signatory



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Rubicon Research Private Limited**

**Corporate Office & R&D Center**  
MedOne House, B-75, Road No. 33,  
Vvagle Estate, Thane - 400 604,  
Maharashtra, India  
Tel: 91-22-61414000/50414000  
Fax: 91-22-61414021  
CIN: U73100MH1999PTC119744

**Manufacturing Plant-I**  
K-30/4 & 30/5, Additional, M.I.D.C.,  
Ambemath, Thane - 421 506  
Maharashtra, India  
Tel: 0251-7139500 / 3501240  
Fax: 0251-7139575  
Email: rubicon@rubicon.co.in

**Manufacturing Plant-II**  
J-4/2, Additional M.I.D.C.,  
Satara - 415 004,  
Maharashtra, India  
Tel: 02162-240309 / 240463  
Fax 02162-240331  
Website: www.rubicon.co.in

Date: 01<sup>st</sup> July 2024


**APPOINTMENT LETTER**

Dear Ms. Meghana Nitin Patil

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development** Department in *Our Organization with effect from 01st July 2024* on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10** lakhs per annum. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

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Tel : + 91 - 8552036333, E-mail : [info@calliduslabs.com](mailto:info@calliduslabs.com), Website : [www.calliduslabs.com](http://www.calliduslabs.com)

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and *deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.*
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formula, correspondence, etc. and also information and instructions that passed through you or come to your



*Dr. P. D. Chaudhari*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Callidus Research Laboratories Pvt. Ltd.**

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Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.

18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.

19. You will keep us informed any change of your residential address or civil status.

20. You will retire from the services on attaining the age of 58 years.

21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories.

  
Authorized Signatory




I, accept appointment on the terms and conditions as detailed above by.

Signature:

Date:



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

Date – 20<sup>th</sup> Aug 2024

Name: **Mohini Jadhav**  
Pune

Dear Mohini Jadhav,

We are delighted to welcome you as an Intern with our **Bioequivalence and Clinical Support Department** for a tenure of **3 months**. Starting from 2<sup>nd</sup> September 2024 to 3<sup>rd</sup> December 2024. This tenure is extendable basis mutual agreement.

You will be provided **INR 13,000/-** per month as stipend.


We are confident that you will have a great learning experience and wish you the most enjoyable, memorable, and truly meaningful internship experience with us.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Authorized Signatory



Dr. P. D. Choudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

**Rubicon Research Private Limited**

**Corporate Office & R&D Center**  
MedOne House, B-75, Road No. 33,  
Wagle Estate, Thane - 400 604,  
Maharashtra, India  
Tel: 91-22-61414000/50414000  
Fax: 91-22-61414021  
CIN: U73100MH1999PTC119744

**Manufacturing Plant-I**  
K-30/4 & 30/5, Additional, M.I.D.C.,  
Ambemath, Thane - 421 506  
Maharashtra, India  
Tel: 0251-7139500 / 3601240  
Fax: 0251-7139576  
Email: rubicon@rubicon.co.in

**Manufacturing Plant-II**  
J-4/2, Additional M.I.D.C.,  
Sakara - 415 004,  
Maharashtra, India  
Tel: 02162-240309 / 240463  
Fax 02162-240331  
Website: www.rubicon.co.in



// Shri Datta Krupa //

Dnyan, Kala, Krida & Krishi Pratishthan's

## Late Laxmibai Phadtare College of Pharmacy

(Approved by PCI, New Delhi, DTE, Mumbai, Recognized by Govt. of Maharashtra  
Affiliated to MSHT, Mumbai & DBATU, Lonere, Raigad)



Phadtare Knowledge City, Kalamb-Walchandnagar, Tal. Indapur, Dist. Pune-413114, India

Ref. No. : LLPCP/off/12/2023-24/330

Date: 25/04/2024

### APPOINTMENT ORDER

To

Mrs. **Monika Vasant Rathod**

AP- Gangakhed, Dist- Parbhani, 431401

Mo: 9623210968/monikarathod702@gmail.com

Subject: Appointment to the post of Assistant Professor in Pharmaceutical Chemistry Department.

Sir/ Madam,

We are pleased to inform you that the Management has appointed you on the above said post with effect from your date of joining. Your appointment is subject to the following terms and conditions.

- Your appointment is on a full-time service, up to the end of the Academic Year 2023-2024 and then it automatically stands terminated, for which no separate intimation will be given. Your services may be continued, based on availability of workload, provided your performance appraisal is satisfactory. Please note that all eligible candidates have to undergo the University Selection Process, whenever it is held in the future.
- You will be paid basic salary of **15,600/- + 6,000/- AGP** per month in the scale of 15,600- 39,100/- You will also be entitled to Dearness Allowance, House Rent Allowance and C.L.A. at the rates prescribed by the State Government from time to time.
- Your appointment is subject to the minimum number of Students and the workload prescribed for the post, and also based on continuous performance in the class/ practical & student's feedback, including additional duties assigned if any.
- You will report to the Principal/Director of the Institute mentioned below, submit a joining report, shall furnish the original documents for verification and submit the true copies of the same along with the copies of relevant testimonials such as birth date certificate, mark sheets, experience certificate, discharge/relieving certificate, last Pay Certificate with bank statement, change of name certificate (if any), Two Passport size Photographs, Character Certificate from two eminent persons, one of them should be a Govt. Gazette Officer etc. before joining your duties.
- You shall undergo a medical examination by an approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the faculty/staff of the college/institution.
- You are required to give your correct mailing/ postal address (current and permanent residential) as soon as you join the duties and any change in the address given earlier (from time to time) should be communicated to the Director / Principal / Head of the Institute. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given, shall be deemed to have been acknowledged duly signed by you.
- You will not conduct or engage yourself in any private tuition or private coaching classes. You will also not engage yourself in any other paid full/part time or honorary assignments, during the continuance of your service, without the written permission of the Competent Authority/Management of the Institute.

Ph. No. : 02118-253220, 254720 E-mail : pharmacy.kalamb@phadtarepharmacy.org  
dnyankala20@gmail.com Website : http://www.phadtarepharmacy.org

- You will have to make an application and get a written permission from the Management for undergoing any kind of Higher/ further studies, during the service.
- Your appointment may be terminated by either side/party, by giving one month's notice or by paying one month's gross salary in lieu of the notice period. In case your tenure of service is one year or more, then you will have to serve three months' notice or surrender three month's gross salary in lieu of notice period is applicable. However the relieving will be given only after completion of academic activities/ responsibilities. If intent to resign or serve a notice period, immediately after a long leave/ vacation/ non-academic duration, then the entire period of absence will be treated as LWP.
- Your services are governed by the rules of the Institute/ Management and are transferable to any of the Institutes run by the Trust.
- If you are found absent continuously for more than thirty days without permission, your services will stand terminated automatically. During the period of your services you shall not directly or indirectly do such things, which are subversive to the interests of the Society/ University/ Institute/College/Students/ Colleague Employees. If you are found guilty of violating any terms and conditions mentioned above, you will be liable for disciplinary action by the management and punishment as provided in the statute.
- You must join the duties on or before .....  
This appointment order may automatically stand cancelled if you do not join the services on or before the date of joining stated above.
- You will report to the Principal, Dnyan, Kala, Krida & Krishi Pratishthan's, Late Laxmibai Phadure College of Pharmacy, At. Post: Kalamb-Walchandnagar, Tal. Indapur, Dist. Pune.



*Handwritten initials*  
**President**  
 Dyan Kala, Krida & Krishi Pratishthan's  
 A/o Kalamb (Walchand Nagar),  
 Tal. Indapur Dist. Pune- 413 114

C.W.C. to:

1. Principal, Dnyan, Kala, Krida & Krishi Pratishthan's, Late Laxmibai Phadure College of Pharmacy, At. Post: Kalamb-Walchandnagar, Tal. Indapur, Dist. Pune.

I have received a copy, read all the clauses, T&C of this appointment letter, and is acceptable to me, without any reservations.

Signature *Handwritten signature*  
 (Name: Manika Vasant Rathod.)



*Handwritten signature*  
 Dr. P. D. Bhudhan  
 Principal  
 Late Laxmibai Phadure College of Pharmacy  
 Nidgi, Pune - 411044





Date: 28 June 2024

Dear **Pratiksha Madar**,

Congratulations!

Further to your employment application, we are pleased to offer you the position of **Scientific Writer Intern** at Sqarona Medical Communications LLP.

The location of your reporting will be Hinjewadi, Pune.

Your total CTC will be **216,000 INR** per annum and the probation period will be six (6) months from your joining (01 July 2024). Post which your employment will be confirmed, subject to satisfactory performance.

Your employment will be governed by the rules, regulations and policies of the company. Please note that the compensation offered to you is strictly confidential between Sqarona, your immediate family and your legal consultant and should not be discussed with anyone else apart from those mentioned above.

This offer is valid until 29 June 2024 (EOB), and it will expire. We request that you confirm acceptance of our offer.

Accepting this offer will constitute a valid contract between you and Sqarona. Therefore, you may initiate the necessary formalities of your exit from your current organization (if any) based on this letter.

Congratulations once again! We look forward to having you on board.

For Sqarona Medical Communications LLP.

**Pravin Bolshete**  
Founder and Publication lead



I undersigned have read, understood and agreed to the terms and conditions as set forth in this letter.

**Pratiksha Madar**

Date:

Location:



Dr. P. B. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

5<sup>th</sup> November 2024

To  
Mr. Nitin Bhand,  
At post - Matapur,  
Tal. Shirampur,  
Ahamadnagar, Maharashtra

**Subject: Offer for Appointment**

Dear Nitin,

Congratulations!

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Trainee - Formulation Development** in our organization for a period of 1 year from your date of joining. You will be stationed at our R&D center at Par Formulations Pvt. Ltd | 8-A1/2, Kalwa Block, TTC Industrial Area, Thane- Belapur Road, Digha, Airoli MIDC, Navi Mumbai, Maharashtra 400708.

You will receive a detailed appointment letter, compensation, and emoluments from us at the time of joining. To complete all joining formalities, please refer to Annexure - I.

You are advised to join on or before 11<sup>th</sup> November 2024. In case you do not join us in the stipulated time, this offer will be withdrawn at the sole discretion of the management.

You are requested to confirm your acceptance of this offer in writing duly signed on or before 7<sup>th</sup> November 2024.

Thanking you  
Yours truly

For PAR FORMULATIONS PVT LTD

  
Bhushan Ghollar  
Associate Director - Human Resources



Accepted & Agreed

  
Signature:  
Name  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044


Annexure - I

(A) You are requested to submit the documents listed below at the time of joining:

1. All educational certificates, both original and one set of photocopies
2. 5 recent passport size photographs
3. Permanent Identification Number (PAN) Card
4. Address Proof
5. Bank account details for crediting salary

(B) You will be required to undergo a pre-employment medical examination to certify your fitness. Alternatively, if you have recently undergone a comprehensive medical examination at an established hospital, in the last three months, you may submit the reports from the same.


For PAR FORMULATIONS PVT LTD

  
Bhushan Ghollar  
Associate Director - Human Resources

Accepted & Agreed

Signature:  
Name



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Compensation Statement (Annexure-I)**

**Name: Nitin Bhand**  
**Trainee - Formulation Development**

Particulars	Per Month		Per Annum	
	Rs.		Rs.	
<b>Monthly Benefits</b>				
Basic	Rs.	15,000	Rs.	180,000
HRA	Rs.	5,591	Rs.	67,092
Education Allowance	Rs.	200	Rs.	2,400
Special Allowance	Rs.	9,493	Rs.	113,916
<b>Monthly Gross (Total A)</b>	Rs.	30,284	Rs.	363,408
Company Provident Fund				
Statutory bonus	Rs.	1,800	Rs.	21,600
<b>Statutory and Yearly Benefits (B)</b>			Rs.	15,000
			Rs.	36,600
<b>Total CTC (A+B)</b>	Rs.	<b>30,284</b>	Rs.	<b>400,008</b>


For Par Formulations Pvt Ltd.

  
**Bhushan Ghollar**  
Associate Director - Human Resources

Accepted & Agreed

Signature  
Name



  
**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



4/12/2024

Omkar Dattatray Mahey

LIC corner  
Yamunnagar  
411044

Dear Omkar Dattatray Mahey

Welcome to IQVIA™

On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 86,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be (Business Operations Analyst - 120). You will be based in Ahmedabad, India (INAHM1, 42.5, H). Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

**ANNUAL GROSS PAY (AGP) - ₹400,000.00**

**PROVIDENT FUND - 21600**

**FIXED COST TO COMPANY (1+2) - 421,600**

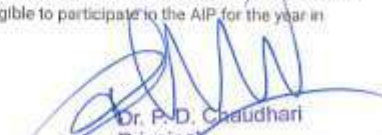
**ANNUAL INCENTIVE PAY TARGET\* - 32000**

**TOTAL COST TO COMPANY (3+4) - 453,600**

**ANNUAL INCENTIVE PAY TARGET\***

You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in



  
Dr. P.D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

**BENEFITS:**

- Gratuity: The eligibility and amount of this benefit is as per the applicable laws.
- Leave Eligibility: All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- Group Mediclaim: Employee and family members are covered as per prevailing Company Policy.
- Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.

We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

**Ullas KS**  
Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 16-Jan-2025



Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Registered Office  
IQVIA RDS (India) Private Limited  
Omega,  
Embassy TechSquare,  
Kadubeesanahalli CIN: U74140KA2003PTC032950  
Marathahalli-Sarjapur Outer Ring Road,  
Bangalore-560103  
[www.iqvia.com](http://www.iqvia.com)

#### EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 16-Jan-2025 is made and entered by (IQVIA RDS (India) Private Limited) (hereinafter "IQVIA" and Omkar Dattatray Malrey, AGED (24) (DOB: (01-May-2000)), [S-D]/o (Dattatray Raju Malrey) having Aadhar No. (463746085841) (hereinafter the "Executive").

IQVIA desires to employ this Executive as Business Operations Analyst and provide adequate assurances to this Executive and this Executive desire to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

1. **EMPLOYMENT** IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

2. **NATURE OF EMPLOYMENT** This Executive shall serve as a Business Operations Analyst and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.



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Principal  
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2.3 This Executive's base of operation shall be Ahmedabad, India (INAHM1, 42.5, H) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location, shift, department or Affiliates at any time during employment.

### 3. COMPENSATION

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. ₹400,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

### 4. TERM OF EMPLOYMENT

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive's employment with IQVIA (the "Probation Period"), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the



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"Extended Probation Period"); and

(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive's employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari passu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death,

As used in this Agreement "Cause" shall mean:

- (i) your performance of your job in an unsatisfactory manner, as determined by the Company;
- (ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or 8;
- (iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;
- (iv) your misconduct, violation of any law classified as a felony or dishonesty; or
- (v) the Company's dissolution or cessation of business operations.


"Negative Medical Report" as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the "Retirement Age").

Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body-



  
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corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

#### 5. COMPENSATION AND BENEFITS UPON TERMINATION


5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to this Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.

5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive's termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive's then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.



  
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5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive's compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive's termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and/or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.


#### 6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES

6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:



  
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(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly:

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics, (B) with which the Executive was involved in any way, (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services, or (D) as to which Executive had access to IQVIA confidential or trade secret information"

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

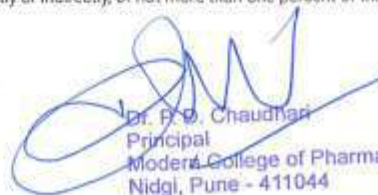
(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or

(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations.

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas; (i) within a 50-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the



  
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issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

6.3 Remedies. Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) if, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

6.4 Tolling. The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

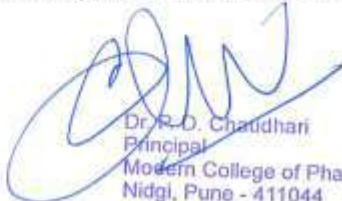
6.5 Other Agreements. Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.

7. **RELEASE** Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

#### 8. EMPLOYEE REPRESENTATIONS

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.



  
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(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

- (i) Gain unauthorized access to the computer system or computer network; or
- (ii) Download, copy or extract any information or data from such system; or
- (iii) Introduce any harmful code; or
- (iv) Cause any damage to the system or network; or
- (v) Cause the non-functioning or malfunctioning of any system or network; or
- (vi) Cause denial of access to any authorized person to the system or network; or
- (vii) Contravene any provision of the Information Technology Act, 2000 and the rules and regulation made there under; or
- (viii) Tamper or manipulate any system or network with the object of operating the account of another person; or
- (ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the function of the computer system or network through any means; or
- (x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

(i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its' clients' customers, or the business, finances, transactions or affairs of the Company.

(ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.

(iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment. Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA confidential information shall include, but not limited to:

- (i) IQVIA data and databases.
- (ii) Statistical methodologies, computer software and documentation.
- (iii) Information about employees (including compensation, benefits and performance reviews).
- (iv) Lists of customers and prospective customers.
- (v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.
- (vi) Methods of doing business and business processes.



  
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- (vi) Financial information relating to the performance of the Company.
- (vii) Internal policies accessible only to employees during employment.
- (ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential information of others may include:

(i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.)

(ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.)

(iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

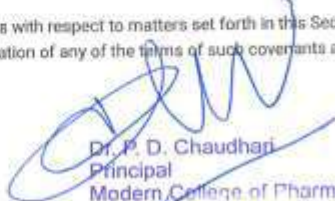
(f) Confidential information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.

(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA inventions. IQVIA inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and



  
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bligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

**9. NOTICES** All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally, (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below, (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address

Omlar Dattatray Makcy  
LIC corner  
Yamannagar  
411044

If to the Company, to:

IQVIA  
OFFICE OF GENERAL COUNSEL,  
Omega Embassy TechSquare  
Marathahalli- Sarjapur Outer Ring Road  
Kadubeesanahalli  
Bangalore 560103  
Office: + 91 80 3769 0000/0100  
Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

**10. WAIVER OF BREACH** The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

**11. ENTIRE AGREEMENT** Except as expressly provided in this Agreement, this Agreement: (i) supersedes all other



  
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Principal  
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Nidgi, Pune - 411044



understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

**12. SEVERABILITY** If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

**13. PARTIES BOUND** The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

**14. GOVERNING LAW** This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

Signatures

For and on behalf of  
IQVIA RDS (India) Private Limited

Ullas KS  
Director, Talent Acquisition Team



  
Dr. P. D. Chaurhoni  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Offer Letter for Apprenticeship

Name Mr./Ms. Pavan Nayghare

Date 09/03/2024

Dear Pavan

We are pleased to extend to you this offer of working as an Apprentice and your Education: M.Pharm

If you accept this offer, you will begin your Apprenticeship in Department QA

With the Company on Date 01/06/2024 and will be expected to work 6 Days per week.

You will be paid a Stipend of Rs. 10,000/- per month less all applicable taxes and withholding.

As a Apprentice, you will not receive any of the employee benefits that regular company employees receive.

Your Apprenticeship is expected to complete in Month of Aug - 2024. However, your

Apprenticeship with the company is "at-will," which means that either you or the company may terminate your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purpose or from disclosing it to anyone outside the company. In addition, you agree that, upon conclusion of your Apprenticeship, you will immediately return to the company all of it property, equipment, and documents, including electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you, and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your acceptance of this offer by signing below.

With best regards,

For Macleods Pharmaceuticals Ltd.

F. Patel  
Authorized Signatory



Pavan  
Acceptance:

I accept apprenticeship with the Company on the terms and condition set out in this letter.

Pavan Baburao Nayghare  
M.Pharm  
Mumbai - 400 059

MACLEODS  
PHARMACEUTICALS  
LIMITED

Head Office  
Adania Arcade, Church Road,  
Near Leela Hotel, Andheri-East Road,  
Andheri (East), Mumbai-400 059, India.

Phone : 91 - 22 - 6676 8600  
Fax : 91 - 22 - 2925 6599  
Cable : "FORECOX" Mumbai-400 059  
Email : macleods@vsnl.com

Works  
Plot No. M50 to M-54A  
SEZ, Phase II, Pimpri,  
Dist - Pune, MP - 411004

Date: 01<sup>st</sup> July 2024

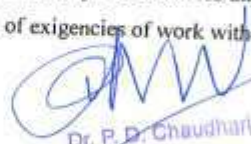
**APPOINTMENT LETTER**

Dear Ms. Pooja Bharat Salgar

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development Department** in *Our Organization* with effect from *01st July 2024* on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10 lakhs** per annum. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411014

***Callidus Research Laboratories Pvt. Ltd.***

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formulae, correspondence, etc. and also information and instructions that passed through you or come to your



*[Signature]*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.

18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.

19. You will keep us informed any change of your residential address or civil status.

20. You will retire from the services on attaining the age of 58 years.

21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories.

  
Authorized Signatory




I, accept appointment on the terms and conditions as detailed above by.

Signature:

Date:



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgaon, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra, (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com



Par Formulations Private Limited  
Plot No. 8-A1/2, Kalwa Block, TTC Industrial Area,  
Thane - Belapur Road, MIDC Digha-Airoli,  
Navi Mumbai - 400708, Maharashtra, India,  
Tel.: 022-6279 1200

5<sup>th</sup> November 2024

To  
Ms. Pooja Sawant,  
At post – Yamuna nagar, Nigdi  
Pune, Maharashtra

Subject: Offer for Appointment

Dear Pooja,

Congratulations!

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Trainee – Formulation Development** in our organization for a period of 1 year from your date of joining. You will be stationed at our R&D center at Par Formulations Pvt. Ltd | 8 -A1/2, Kalwa Block, TTC Industrial Area, Thane- Belapur Road, Digha, Airoli MIDC, Navi Mumbai, Maharashtra 400708.

You will receive a detailed appointment letter, compensation, and emoluments from us at the time of joining. To complete all joining formalities, please refer to Annexure - I.

You are advised to join on or before 11<sup>th</sup> November 2024. In case you do not join us in the stipulated time, this offer will be withdrawn at the sole discretion of the management.

You are requested to confirm your acceptance of this offer in writing duly signed on or before 7<sup>th</sup> November 2024.

Thanking you  
Yours truly

For PAR FORMULATIONS PVT LTD

Bhushan Ghollar  
Associate Director – Human Resources

Accepted & Agreed

Signature:  
Name

Annexure - I

(A) You are requested to submit the documents listed below at the time of joining:

1. All educational certificates, both original and one set of photocopies
2. 5 recent passport size photographs
3. Permanent Identification Number (PAN) Card
4. Address Proof
5. Bank account details for crediting salary

(B) You will be required to undergo a pre-employment medical examination to certify your fitness. Alternatively, if you have recently undergone a comprehensive medical examination at an established hospital, in the last three months, you may submit the reports from the same.

For PAR FORMULATIONS PVT LTD



**Bhushan Ghollar**  
Associate Director – Human Resources

Accepted & Agreed

Signature:  
Name



**Compensation Statement (Annexure-I)**

**Name: Pooja Sawant**  
**Trainee - Formulation Development**

Particulars	Per Month		Per Annum	
<b>Monthly Benefits</b>				
Basic	Rs.	15,000	Rs.	180,000
HRA	Rs.	5,591	Rs.	67,092
Education Allowance	Rs.	200	Rs.	2,400
Special Allowance	Rs.	9,493	Rs.	113,916
<b>Monthly Gross (Total A)</b>	Rs.	30,284	Rs.	363,408
Company Provident Fund	Rs.	1,800	Rs.	21,600
Statutory bonus			Rs.	15,000
<b>Statutory and Yearly Benefits (B)</b>			Rs.	36,600
<b>Total CTC (A+B)</b>	Rs.	<b>30,284</b>	Rs.	<b>400,008</b>

For Par Formulations Pvt Ltd.

Accepted & Agreed



**Bhushan Ghollar**  
Associate Director - Human Resources

Signature  
Name

Date – 20<sup>th</sup> Aug 2024

Name: **Prajakta Jagtap**  
Mumbai

Dear Prajakta Jagtap,

We are delighted to welcome you as an Intern with our **Bioequivalence and Clinical Support Department** for a tenure of **3 months**. Starting from 2<sup>nd</sup> September 2024 to 3<sup>rd</sup> December 2024. This tenure is extendable basis mutual agreement.

You will be provided **INR 13,000/-** per month as stipend.

We are confident that you will have a great learning experience and wish you the most enjoyable, memorable, and truly meaningful internship experience with us.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Authorized Signatory



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

**Rubicon Research Private Limited**

**Corporate Office & R&D Center**  
MedOne House, B-75, Road No. 33,  
Wagle Estate, Thane - 400 604,  
Maharashtra, India  
Tel: 91-22-61414000/50414000  
Fax: 91-22-61414021  
CIN: U73100MH1999PTC119744

**Manufacturing Plant-I**  
K-30/4 & 30/5, Additional, M.I.D.C.,  
Ambemathi, Thane - 421 506  
Maharashtra, India  
Tel: 0251-7139500 / 3501240  
Fax: 0251-7139575  
Email: rubicon@rubicon.co.in

**Manufacturing Plant-II**  
J-4/2, Additional M.I.D.C.,  
Satara - 415 004,  
Maharashtra, India  
Tel: 02162-240309 / 240483  
Fax 02162-240331  
Website: www.rubicon.co.in

Offer Letter for Apprenticeship

Name Mr./Ms. Rathmesh Male

Date: 03/02/2021

Mr. Rathmesh

We are pleased to extend to you this offer of working as an Apprentice and Your Educational MBA.  
If you accept this offer, you will begin your Apprenticeship in Department QA  
with the Company on Date 01/02/2021 and will be expected to work Days per week.  
You will be paid a Stipend of Rs. 10,000/- per month less all applicable taxes and withholding  
Act Applicable, you will not receive any of the employee benefits that regular company employees receive.  
Your Apprenticeship is expected to complete in Month of July 2021. However, your  
Apprenticeship with the company is "at-will," which means that either you or the company may terminate  
your Apprenticeship at any time, with or without cause and with or without notice.

During your Apprenticeship, you may have access to trade secrets and confidential business information  
belonging to the company. By accepting this offer of Apprenticeship, you acknowledge that you must keep  
all such information strictly confidential, and refrain from using it for your own purpose or from disclosing it  
to anyone outside the company. In addition, you agree that, upon completion of your Apprenticeship, you  
will immediately return to the company all of its property, equipment, and documents, including  
electronically stored information.

By accepting this offer, you agree that throughout your Apprenticeship, you will observe all Rules and  
policies and practices governing the conduct of our business and employees, including our policies  
prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you,  
and supersedes and replaces any prior announcements or discussions. It may be changed only by a  
subsequent written agreement.

I hope that your association with the company will be successful and rewarding. Please indicate your  
acceptance of this offer by signing below.  
With best regards,

For Macleods Pharmaceuticals Ltd.

P. Rajesh  
Authorized Signatory



Rathmesh Male  
Acceptance

I accept apprenticeship with the Company on the terms  
and conditions set out in this letter.

Rathmesh Male  
Mr./Ms.

MACLEODS  
PHARMACEUTICALS  
PUNE

Legal Office  
A-10/1, MIDC, Chinchwad,  
Near Wacha Hill, Andaz-Sun Road,  
Andaz East, Pune-411 012, India.

Phone: 020-26111111  
Fax: 020-26111111  
Cable: MCLPUN  
E-mail: hr@macleodspharma.com  
Pune-411 012, India

Macleods College of Pharmacy  
Nigdi, Pune - 411044

Date: 01<sup>st</sup> July 2024

**APPOINTMENT LETTER**

Dear Ms. Pratiksha Laxman Raut

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development** Department in *Our Organization with effect from 01st July 2024* on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10 lakhs** per annum. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.

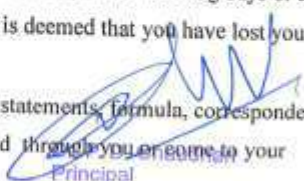


*[Signature]*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

***Callidus Research Laboratories Pvt. Ltd.***

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formula, correspondence. etc. and also information and instructions that passed through you or come to your attention

  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

PLOT No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

- knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.
18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.
19. You will keep us informed any change of your residential address or civil status.
20. You will retire from the services on attaining the age of 58 years.
21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories.



Authorized Signatory



I, accept appointment on the terms and conditions as detailed above by.

Signature:

Date:



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

Date – 20<sup>th</sup> Aug 2024

Name: **Purva Vernekar**  
Ambarnath, Mumbai

Dear Purva Vernekar,

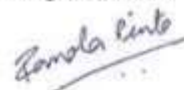
We are delighted to welcome you as an Intern with our **Bioequivalence and Clinical Support Department** for a tenure of **3 months**. Starting from 2<sup>nd</sup> September 2024 to 3<sup>rd</sup> December 2024. This tenure is extendable basis mutual agreement.

You will be provided **INR 13,000/-** per month as stipend.


We are confident that you will have a great learning experience and wish you the most enjoyable, memorable, and truly meaningful internship experience with us.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Authorized Signatory



Dr. D. Chauhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Rubicon Research Private Limited**

**Corporate Office & R&D Center**  
MedOne House, B-75, Road No. 33,  
Vagle Estate, Thane - 400 604,  
Maharashtra, India  
Tel: 91-22-61414000/50414000  
Fax: 91-22-61414021  
CIN: U73100MH1999PTC119744

**Manufacturing Plant-I**  
K-30/4 & 30/5, Additional, M.I.D.C.,  
Ambarnath, Thane - 421 506,  
Maharashtra, India  
Tel: 0251-7139500 / 3501240  
Fax: 0251-7139575  
Email: rubicon@rubicon.co.in

**Manufacturing Plant-II**  
J-4/2, Additional M.I.D.C.,  
Satara - 415 004,  
Maharashtra, India  
Tel: 02162-240309 / 240463  
Fax 02162-240331  
Website: www.rubicon.co.in

Ref No: 27895406  
09-Jul-2024



Rahul Ramdas Gambhire

Dear Rahul,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst with Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Pune**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **15-Jul-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited ("Cognizant")**,

Shibu Balakrishnan  
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:



Date:



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**Compensation and Benefits:**

**Name:** Rahul Ramdas Gambhire

**Designation:** Trainee - Junior Data Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA	2920	35,040
3	Conveyance Allowance	800	9,600
4	Company's contribution of PF #	1800	21,600
5	Advance Statutory Bonus***	2000	24,000
6	Special Allowance*	5477	65,724
7	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
<b>Annual Gross Compensation</b>			<b>249,996</b>
<b>Annual Total Compensation</b>			<b>249,996</b>
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
<b>Annual Total Remuneration</b>			<b>269,496</b>

As an associate you are entitled to the following additional benefits:

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

**Leave and vacation:**

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

**Category of Leave**

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

  
 Dr. P. D. Chaudhari  
 Principal  
 Modern College of Pharmacy



For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout."

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser.

**Employee State Insurance (ESI):**

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

**\* Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

**#\* Advance Statutory Bonus** is in line with the provisions of the Payment of Bonus Act

**Note:**

- Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

**Employment Agreement – Cognizant Technology Solutions India Private Limited**

This Employment Agreement ("Agreement") is made effective as of 09-Jul-2024 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/538, POKKIAN, Thorapakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India (hereinafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;



Rahul Ramdas Gambhire, \_\_\_\_\_ (Age) \_\_\_\_\_, residing \_\_\_\_\_ at \_\_\_\_\_ (hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

- a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

#### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole



offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements

  
Dr. P. D. Chaudhary  
Principal  
Modern College of Pharmacy  
MCOE, Pune - 411004

## 6. Work Schedule

- a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.
- b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.
- c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.
- d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility to stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination of your employment without notice.

### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

### 10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;
- c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and
- d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such

changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

### 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

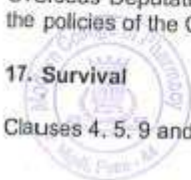
### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

### 17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall

  
D. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Warananagar, Pune - 411044



even after cessation of your employment with the Company.

### 18. Dispute Resolution and Governing law

The Parties shall make our best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

### 19. General


This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof. You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited**

**Rahul Ramdas Gambhire**

  
Shibu Balakrishnan  
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature:

Date:



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## OFFER LETTER

Date: 09<sup>th</sup> September '24

Dear Rasika Babhulkar,

Re: Offer of Employment

Dear Rasika,

Welcome to Ascentrik Research Pvt. Ltd.

This has reference to your application and the subsequent interview you had with us on 04<sup>th</sup> September '24.

Based on our discussions, we are pleased to offer you a full-time employment opportunity with our Company Ascentrik Research Pvt. Ltd., Pune, subject to the terms mentioned herein.

This offer is subject to receipt of satisfactory references and proof of your eligibility to work in India.

**1. Position:**

You shall join as a Clinical Data Associate, Level 1. You will be located at our office in Pune. You may be transferred in future to any other location, as may be required by the Company at any given point of time.

**2. Compensation:**

You will receive a gross compensation package of Rs. 2,81,580 Per Annum (all inclusive). In addition, you shall be entitled to all statutory benefits provided to you under applicable local laws. You may also be entitled to emoluments or benefits, if any announced by the Company from time to time, and that may be prevailing at any point of time. The Company reserves the right to amend its compensation plans at its sole discretion upon notice. Your compensation is subject to deduction of tax and withholding as applicable.

The details of the compensation are detailed in the Annexure-I

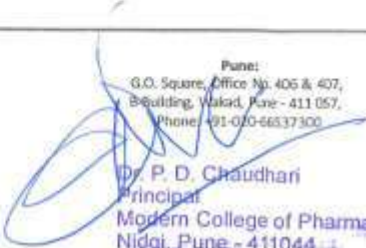
**Mumbai:**  
A-106/107, Rupee Solitaire, Millertum Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605



**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida- 201301

<http://www.ascentrik.com>  
info@ascentrik.com

**Pune:**  
G.O. Square, Office No. 405 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**3. Joining Date:**

You are required to join on 11<sup>th</sup> September 2024 at 10:00 AM and report to the HR representative, failing which this offer will stand withdrawn and/or be treated as cancelled.

**4. Code of Conduct and Disciplinary Action:**

Subject to the applicable provisions of laws, your employment will be governed strictly by the policies that may be framed and remain in force from time to time. The employment can be terminated by giving 30 days' notice during probation and 60 days' notice in writing after confirmation in the services of the company by either you or the Company.


**5. Obligations Towards Previous Employment:**

Should you decide to accept this offer of employment, please be advised that the Company's policies require you to honour any agreement you may have with your previous employers. Furthermore, by signing this Offer Letter you confirm that you will not bring to your employment with the Company any information considered confidential and/or trade secret information of another entity, including any prior employer, and that you will not use any such confidential and/or trade secret information of another entity for purposes of your employment with the Company. In the event of any legal action taken or claim made by your previous employer(s) with respect to your employment with the Company, you alone (and not the Company) shall be liable and responsible for any costs or damages resulting from or related to the legal action or claim.

**6. Confidentiality:**

Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential. You are required to keep any and all communication from the Company, including the terms of this Offer Letter, strictly confidential and you shall not disclose the same to any third party. You will be required to sign a separate agreement for Confidentiality at the requirement of the Company.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Phone: +91-020-66537300

<http://www.ascentrik.com>  
info@ascentrik.com

**7. Reference Check:**

Ascentrik will conduct reference checks/ background checks and drug test through a third-party agency at its sole discretion to verify and authenticate the details furnished by you during your job application and interview. This offer is subject to your satisfactory completion of background verification. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to forthwith terminate your employment without notice.

**8. Other terms & conditions:**

- i. Your office timing's will be from 10:00 AM to 07:00 PM, with a break of 1 hour, Monday through Saturday in the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> week of the Month and Monday through Friday in the 2<sup>nd</sup> and 4<sup>th</sup> week of the month.
- ii. Your designation may be changed depending on the work assigned to you at the discretion of the Company.
- iii. You will be entitled for an aggregate of 21 days of leave in accordance with the Company's policy as applicable from time to time. (details outlined in the appointment letter and Employee Handbook)
- iv. You may be required to travel on Company work and you will be reimbursed expenses as per the then prevalent Company policy on travel and expenses.
- v. You will not undertake business of similar nature with any other Company during the period of your employment with this Company.
- vi. If you are absent for a continuous period of 3 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.

By accepting this offer, you agree to abide by all Ascentrik policies and procedures as well as the terms and conditions as mentioned in this offer letter. We welcome you to Ascentrik and request your acceptance of these employment terms by signing and dating the offer letter and enclosed Employment Agreement and return the same to my email listed below as soon as possible.

We are pleased to have you join the Ascentrik team as a member of what we feel is an organization that offers each employee an opportunity for personal and professional development. We look forward to working with you in the future and hope you will find your employment at Ascentrik a rewarding experience.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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info@ascentrik.com

You will be issued a comprehensive Appointment Letter within 15 days from the date of appointment; meanwhile the offer letter will be treated as an official intimation of your appointment.

Before your joining you are required to submit the scan copies of following documents to the HR department.

1. SSC Marksheet.
2. HSC Marksheet/Diploma Marksheet.
3. Graduation Marksheet (Only Final Year required).
4. Post-Graduation Marksheet (If applicable).
5. Degree Certificates.
6. PAN Card.
7. Aadhar Card (Both front and back side).
8. Passport Size Photo.
9. Relieving/Experience Letter (If applicable).
10. Last three month's pay slips (If applicable).
11. Proof of age and address if different from those mentioned in the identity proof.
12. Provident Fund account number and related details (if applicable);
13. A copy of Form 16 (if applicable)

Your final appointment will be subject to the confirmation of the authenticity of the documents provided and all verifications and checks of the documents you have furnished to the Company.


Please note following rules are applicable once you join the organization.

- The employee should serve notice period as per policies of role/company.
- We do not work on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays, public holidays (as in company holiday list) and Sundays. However, depending on urgency of project deliveries, if required, you are bound to attend office on these days. You will get over time for that day on such occasions.

The Company looks for a long-term association with all its employees and expects the same from you.

We congratulate and welcome you to Ascentrik Research Pvt. Ltd.



  
Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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Annexure – I

Fixed Pay	
Gross Salary	21,767
Basic	13,060
HRA	6,530
LTA	1,088
Conveyance Allowance	1,089
Deductions	
Employee PF	1,567
Total Deductions	1,567
Net Pay	20,200
Add: Employer PF	1,698
Total CTC	23,465

Note – Applicable Professional Tax will be deducted if the Gross Salary increases more than 25,000.



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<http://www.ascentrik.com>  
info@ascentrik.com

## BOARD OF APPRENTICESHIP TRAINING (WESTERN REGION)

(An Autonomous Body Under Ministry of Education, Department of Higher Education, Government of India)



2nd Floor, Administrative Building, ATI Campus, V. N Purav Marg, Sion, Mumbai - 400022

Phone No: +91-22-24055635 / 24053682

Fax No: Email:

Website: <https://nats.education.gov.in/>



### APPRENTICESHIP CONTRACT REGISTRATION FORM

#### APPRENTICE INFORMATION

Name	Gender	Date of Birth	Age	
ZAREKAR RENUKA GANGADHAR	F	07 JUN 1999	25	
Father / Mother Name		Enrollment Number	Caste	
GANGADHAR		AMHAI50B094	OBC	
PWD				
N				
Address for Communication	Mobile Number	Email Address	Contract ID	
GHATNANDRA B. O, AT POST GHATNANDRA TQ, SILLOD DIST. CHHATRAPATI SAMBHAJINAGAR, AURANGABAD MAHARASHTRA, 431113	9730570594	zarekarrenuka99@gmail.com	CMHMSP1714285	

#### EDUCATIONAL QUALIFICATION

Name of the Institution / College /University	Univ. Regn. Number / DOTE / DTE Regn. Number / +2 Regn	Month & Year of passing	Educational Qualification
ANURADHA COLLEGE OF PHARMACY, CHIKHALL	1832591808	7, 2022	BACHELOR OF PHARMACY - BACHELOR OF PHARMACY
			Dr. V. D. Chaudhari Principal Modern College of Pharmacy Nidgi, Pune - 411044

#### TRAINING DETAILS

Training start date	Period of Training	Stipend Rs. per month
01 JUL 2024	12 MONTHS	19000

The apprentice would be undergoing training under section 22 (1)

#### NAME AND ADDRESS OF THE EMPLOYER

SANOVI INDIA LIMITED - Vihar Road SO - MUMBAI MAHARASHTRA - 400072  
WGABPP000073 SUBURBAN

We, the Employer, Apprentice hereby declare that we have read the contents of the Apprenticeship Contracts as per the Apprenticeship Rules, 1962, as amended from time to time and agree to abide by all the provisions made thereunder. We also declare that all the provisions of the Apprentices Act, 1961, as amended from time to time including those relating to Registration and Termination of Contract are binding on us. According to the apprentice, it is inferred, that the apprentice has not undergone apprenticeship training elsewhere or had work. We will impart Apprenticeship training according to the approved training module/programme.

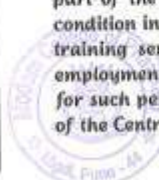
It is requested that the Registration Number may kindly be noted in your records and the claims for the reimbursement of Government share of stipend if any, may please be sent to this office once in a quarter along with Progress Report of the apprentices in the prescribed Form Apprenticeship -3.

#### NOTE

This is system generated ACRF document. Agreeing to the terms and conditions in the workflow is as good as signing of physical contract form on mutual agreement between Student and Establishment. It has all legal binding as per the law if mutual trust is breached.  
IP address of Establishment submitting this request: 165.225.121.51: 52479 IP address of student accepting this request: 27.59.101.11: 51658

#### TERMS AND CONDITIONS OF THE CONTRACT OF APPRENTICESHIP FOR GRADUATE AND TECHNICIAN APPRENTICES

1. The period of training shall be one year (In the case of Sandwich students the period of the training shall be as stipulated in curriculum)
2. It shall not be obligatory on part of the employer to offer any employment to the apprentice on successfully completing the apprenticeship training in their establishment nor shall it be obligatory on part of the apprentice to accept an employment under the employer. NOTE: If, however, there is a condition in the contract of apprenticeship that the apprentice shall after the successful completion of training serve the employer, the employer shall, on such completion be bound to offer suitable employment to the apprentice and the apprentice shall be bound to serve the employer in that capacity for such period and for such remuneration as may be specified in the contract subject to the approval of the Central Apprenticeship Advisor.



*[Signature]*  
Nidgi, Pune - 411044

3. Every apprentice undergoing apprenticeship training in an establishment shall be a trainee and not a worker and as such the provisions of any law with respect to labor shall not apply to or in relation to such apprentice

4. (i) The apprentice shall abide by the rules and regulations of the establishment in all matters of conduct and discipline and safety and carry all lawful order of the employer and superiors in the establishment

ii) The apprentice shall learn his subject field conscientiously and diligently and attend to practical and instructional classes regularly

iii) The apprentice shall maintain a record of his work during the period of apprenticeship training in a proforma approved by the apprenticeship advisor

iv) Where the contract of apprenticeship is terminated for failure on the part of the apprentice of carry out terms of contract, the apprentice shall refund to the employer as cost of training such as amount as may be determined by the apprenticeship advisor. In such event, the apprentice shall not be entitled to enter into another contract of apprenticeship under the act with any other employer

(v) The contract of apprentice can be terminated without compensation payable by the apprentice

(a) If he/she secures gainful employment (on production of copy of the appointment order) and (b) If he/she is unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of civil surgeon)

(vi) For breach of contract by the employer, the employer shall pay compensation to the apprentice an amount equivalent to his three months last drawn stipend

(vii) Continuance of payment of stipend shall depend on the satisfactory performance of the apprentice during the period

5. (i) The employer shall make a suitable arrangement in his establishment for imparting a course of apprenticeship training to the apprentice in accordance with the provisions for the Act and Rules made there under and with the approval of the respective Regional Central Apprentice Adviser

(ii) Every employer is required to formulate a "Training Programme" for the training of Graduate/Technician apprentices and get it approved by the respective Regional Central Apprentice Adviser

(iii) The employer will arrange for suitable person to be placed in charge of training of apprentices as laid down

6. (i) A Graduate/Technician Apprentice shall work according to the normal hours of work of the department in the establishment to which they are attached for training. Leaves for apprentices will be guided by the training establishments leave policy. or


(ii) The stipend of a particular month shall be paid on or before the 10th of the following month

7. Please preserve copy of the ACRF and Certificate submitted by the candidate for future reference

Note: This is a computer generated report. No signature is required

Print



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## OFFER LETTER

Date: 09<sup>th</sup> September '24

Dear **Rutuja Satish Sonawane**

**Re: Offer of Employment**

Dear Rutuja,

Welcome to Ascentrik Research Pvt. Ltd.

This has reference to your application and the subsequent interview you had with us on 04<sup>th</sup> September '24. Based on our discussions, we are pleased to offer you a full-time employment opportunity with our Company Ascentrik Research Pvt. Ltd., Pune, subject to the terms mentioned herein.

This offer is subject to receipt of satisfactory references and proof of your eligibility to work in India.

**1. Position:**

You shall join as a Clinical Data Associate, Level 1. You will be located at our office in Pune. You may be transferred in future to any other location, as may be required by the Company at any given point of time.

**2. Compensation:**

You will receive a gross compensation package of Rs. 2,81,580 Per Annum (all inclusive). In addition, you shall be entitled to all statutory benefits provided to you under applicable local laws. You may also be entitled to emoluments or benefits, if any announced by the Company from time to time, and that may be prevailing at any point of time. The Company reserves the right to amend its compensation plans at its sole discretion upon notice. Your compensation is subject to deduction of tax and withholding as applicable.

The details of the compensation are detailed in the Annexure-I

**Mumbai:**  
A-106/107, Rupa Saktare, Millarium Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605



**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida-201301

<http://www.ascen<sup>trik</sup>.com>  
info@ascen<sup>trik</sup>.com

**Pune:**  
G.C. Square, Office No. 406 & 407,  
H. No. 10, Nigdi, Pune - 411 057,  
Phone: +91-020-6537300

  
**Dr. D. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

**3. Joining Date:**

You are required to join on 11<sup>th</sup> September 2024 at 10:00 AM and report to the HR representative, failing which this offer will stand withdrawn and/or be treated as cancelled.

**4. Code of Conduct and Disciplinary Action:**

Subject to the applicable provisions of laws, your employment will be governed strictly by the policies that may be framed and remain in force from time to time. The employment can be terminated by giving 30 days' notice during probation and 60 days' notice in writing after confirmation in the services of the company by either you or the Company.

**5. Obligations Towards Previous Employment:**

Should you decide to accept this offer of employment, please be advised that the Company's policies require you to honour any agreement you may have with your previous employers. Furthermore, by signing this Offer Letter you confirm that you will not bring to your employment with the Company any information considered confidential and/or trade secret information of another entity, including any prior employer, and that you will not use any such confidential and/or trade secret information of another entity for purposes of your employment with the Company. In the event of any legal action taken or claim made by your previous employer(s) with respect to your employment with the Company, you alone (and not the Company) shall be liable and responsible for any costs or damages resulting from or related to the legal action or claim.

**6. Confidentiality:**

Your individual compensation is strictly between yourself and the Company. It has been determined based on numerous factors such as job role, skills – specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential. You are required to keep any and all communication from the Company, including the terms of this Offer Letter, strictly confidential and you shall not disclose the same to any third party. You will be required to sign a separate agreement for Confidentiality at the requirement of the Company.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Mumbai:**  
A-105/107, Rupa Software, Millerkum Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605

**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida- 201301

**Pune:**  
G.O. Square, Office No. 405 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300

**7. Reference Check:**

Ascentrik will conduct reference checks/ background checks and drug test through a third-party agency at its sole discretion to verify and authenticate the details furnished by you during your job application and interview. This offer is subject to your satisfactory completion of background verification. If at any time it is found that you have furnished false information or withheld or suppressed any material fact or information, the Company shall be entitled to forthwith terminate your employment without notice.


**8. Other terms & conditions:**

- i. Your office timing's will be from 10:00 AM to 07:00 PM, with a break of 1 hour, Monday through Saturday in the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> week of the Month and Monday through Friday in the 2<sup>nd</sup> and 4<sup>th</sup> week of the month.
- ii. Your designation may be changed depending on the work assigned to you at the discretion of the Company.
- iii. You will be entitled for an aggregate of 21 days of leave in accordance with the Company's policy as applicable from time to time. (details outlined in the appointment letter and Employee Handbook)
- iv. You may be required to travel on Company work and you will be reimbursed expenses as per the then prevalent Company policy on travel and expenses.
- v. You will not undertake business of similar nature with any other Company during the period of your employment with this Company.
- vi. If you are absent for a continuous period of 3 working days without obtaining your manager's approval, Company may construe this as an act of abandonment and will proceed to follow the process as defined under the policy concerned.

By accepting this offer, you agree to abide by all Ascentrik policies and procedures as well as the terms and conditions as mentioned in this offer letter. We welcome you to Ascentrik and request your acceptance of these employment terms by signing and dating the offer letter and enclosed Employment Agreement and return the same to my email listed below as soon as possible.

We are pleased to have you join the Ascentrik team as a member of what we feel is an organization that offers each employee an opportunity for personal and professional development. We look forward to working with you in the future and hope you will find your employment at Ascentrik a rewarding experience.



  
Dr. P. D. Shandhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Mumbai:**  
A-106/107, Rupa Solitaire, Millennium Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605

**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida- 201301

**Pune:**  
G.O. Square, Office No. 406 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537900

You will be issued a comprehensive Appointment Letter within 15 days from the date of appointment; meanwhile the offer letter will be treated as an official intimation of your appointment.

Before your joining you are required to submit the scan copies of following documents to the HR department.

1. SSC Marksheet.
2. HSC Marksheet/Diploma Marksheet.
3. Graduation Marksheet (Only Final Year required).
4. Post-Graduation Marksheet (If applicable).
5. Degree Certificates.
6. PAN Card.
7. Aadhar Card (Both front and back side).
8. Passport Size Photo.
9. Relieving/Experience Letter (If applicable).
10. Last three month's pay slips (if applicable).
11. Proof of age and address if different from those mentioned in the identity proof.
12. Provident Fund account number and related details (if applicable);
13. A copy of Form 16 (if applicable)

Your final appointment will be subject to the confirmation of the authenticity of the documents provided and all verifications and checks of the documents you have furnished to the Company.

Please note following rules are applicable once you join the organization.

- The employee should serve notice period as per policies of role/company.
- We do not work on 2<sup>nd</sup> and 4<sup>th</sup> Saturdays, public holidays (as in company holiday list) and Sundays. However, depending on urgency of project deliveries, if required, you are bound to attend office on these days. You will get over time for that day on such occasions.

The Company looks for a long-term association with all its employees and expects the same from you.

We congratulate and welcome you to Ascentrik Research Pvt. Ltd.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Mumbai:**  
A-106/107, Rupa Solitaire, Millennium Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605

**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida-201301

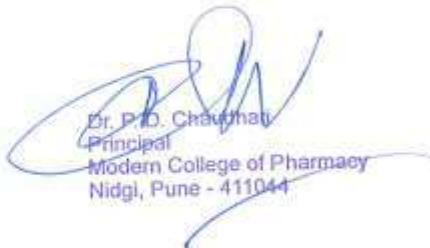
**Pune:**  
G.O. Square, Office No. 405 & 407,  
B-Building, Wakad, Pune - 411 057,  
Phone: +91-020-66537300

Annexure – I

Fixed Pay	
Gross Salary	21,767
Basic	13,060
HRA	6,530
LTA	1,088
Conveyance Allowance	1,089
Deductions	
Employee PF	1,567
Total Deductions	1,567
Net Pay	20,200
Add: Employer PF	1,698
Total CTC	23,465

Note – Applicable Professional Tax will be deducted if the Gross Salary increases more than 25,000.



  
Dr. P. D. Chauhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

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A-106/107, Rupa Solitaire, Millenium Business  
Park, Mahape, Navi Mumbai-400 710,  
Phone: +91-022-41438605

**Noida:**  
Office No. 108, H-28, ARV Park,  
Sector-63, Noida- 201301

**Pune:**  
G.O. Square, Office No. 406 & 407,  
B-Building, Welad, Pune - 411 057,  
Phone: +91-020-66537300

Date: 01<sup>st</sup> July 2024


**APPOINTMENT LETTER**

Dear **Ms. Sakshi Rajendra Sonawane**

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development** Department in *Our Organization* with effect from **01st July 2024** on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10 lakhs** per annum. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.

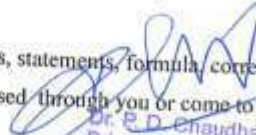


  
Dr. P. D. Zhaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

***Callidus Research Laboratories Pvt. Ltd.***

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formula, correspondence, etc. and also information and instructions that passed through you or come to your

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501, Maharashtra, (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.

18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.
19. You will keep us informed any change of your residential address or civil status.
20. You will retire from the services on attaining the age of 58 years.
21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories.



Authorized Signatory



I, accept appointment on the terms and conditions as detailed above by:

Signature:

Date:



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com





4/12/2024

**Samiksha Sanjay Patilkar**

Sai Park Dighi Pune

Dighi

411015

Dear Samiksha Sanjay Patilkar

Welcome to IQVIA™

On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 86,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be (Business Operations Analyst - 120). You will be based in Ahmedabad, India (INAHM1, 42.5, H). Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

**ANNUAL GROSS PAY (AGP) - ₹400,000.00**

**PROVIDENT FUND - 21600**

**FIXED COST TO COMPANY (1+2) - 421,600**

**ANNUAL INCENTIVE PAY TARGET\* - 32000**

**TOTAL COST TO COMPANY (3+4) - 453,600**

**ANNUAL INCENTIVE PAY TARGET\***

You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in



which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

**BENEFITS:**

- **Gratuity:** The eligibility and amount of this benefit is as per the applicable laws.
- **Leave Eligibility:** All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- **Group Medisclaim:** Employee and family members are covered as per prevailing Company Policy.
- **Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.**

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.

We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

**Ullas KS**  
Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 16-Jan-2025

IQVIA



Registered Office  
IQVIA RDS (India) Private Limited  
Omega,  
Embassy TechSquare,  
Kadubeesanahalli CIN: U74140KA2003PTC032950  
Marathahalli-Sarjapur Outer Ring Road,  
Bangalore-560103  
[www.iqvia.com](http://www.iqvia.com)

#### EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 16-Jan-2025 is made and entered by IQVIA RDS (India) Private Limited (hereinafter "IQVIA" and Sanjiv Sanjay Patkar AGED ((23) (DOB: (17-May-2000)), [S-D]/o {Sanjay Ala Patkar} having Aadhar No. {463542159600} (hereinafter the "Executive").

IQVIA desires to employ this Executive as Business Operations Analyst and provide adequate assurances to this Executive and this Executive desires to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

**1. EMPLOYMENT** IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

**2. NATURE OF EMPLOYMENT** This Executive shall serve as a Business Operations Analyst and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.



2.3 This Executive's base of operation shall be Ahmedabad, India (INAHM1, 42.5, H) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location; shift, department or Affiliates at any time during employment.

### 3. COMPENSATION

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. ₹400,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

### 4. TERM OF EMPLOYMENT

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive's employment with IQVIA (the "Probation Period"), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the



"Extended Probation Period"); and

(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive's employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari passu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death.

As used in this Agreement "Cause" shall mean:

- (i) your performance of your job in an unsatisfactory manner, as determined by the Company;
- (ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or 8;
- (iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;
- (iv) your misconduct, violation of any law classified as a felony or dishonesty; or
- (v) the Company's dissolution or cessation of business operations.

"Negative Medical Report" as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the "Retirement Age").

Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body-



corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

#### 5. COMPENSATION AND BENEFITS UPON TERMINATION

5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to this Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.

5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive's termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive's then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.



5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive's compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive's termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.

## 6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES

6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:



(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly;

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics, (B) with which the Executive was involved in any way, (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services, or (D) as to which Executive had access to IQVIA confidential or trade secret information"

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or

(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas; (i) within a 60-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the





issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

**6.3 Remedies.** Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) if, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

**6.4 Tolling.** The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

**6.5 Other Agreements.** Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.

**7. RELEASE** Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

## **8. EMPLOYEE REPRESENTATIONS**

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.



(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

- (i) Gain unauthorized access to the computer system or computer network; or
- (ii) Download, copy or extract any information or data from such system; or
- (iii) Introduce any harmful code; or
- (iv) Cause any damage to the system or network; or
- (v) Cause the non-functioning or malfunctioning of any system or network; or
- (vi) Cause denial of access to any authorized person to the system or network; or
- (vii) Contravene any provision of the Information Technology Act, 2008 and the rules and regulation made there under; or
- (viii) Tamper or manipulate any system or network with the object of operating the account of another person; or
- (ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the function of the computer system or network through any means; or
- (x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

- (i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its' clients' customers, or the business, finances, transactions or affairs of the Company.
- (ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.
- (iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment. Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA confidential information shall include, but not limited to:

- (i) IQVIA data and databases.
- (ii) Statistical methodologies, computer software and documentation.
- (iii) Information about employees (including compensation, benefits and performance reviews).
- (iv) Lists of customers and prospective customers.
- (v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.
- (vi) Methods of doing business and business processes.



- (vii) Financial information relating to the performance of the Company.
- (viii) Internal policies accessible only to employees during employment.
- (ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential information of others may include:

(i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.).

(ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.)

(iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

(f) Confidential information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.

(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA Inventions. IQVIA Inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and



obligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

9. **NOTICES** All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally; (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below; (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address

Samiksha Sanjay Patkar

Sai Park Dighi Pune

Dighi

411015

If to the Company, to:

IQVIA

OFFICE OF GENERAL COUNSEL,

Omega Embassy TechSquare

Marathahalli- Sarjapur Outer Ring Road

Kadubeesanahalli

Bangalore 560103

Office: + 91 80 3769 0000/0100

Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

10. **WAIVER OF BREACH** The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

11. **ENTIRE AGREEMENT** Except as expressly provided in this Agreement, this Agreement: (i) supersedes all other



understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

**12. SEVERABILITY** If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

**13. PARTIES BOUND** The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

**14. GOVERNING LAW** This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

\_\_\_\_\_  
DATE

For and on behalf of  
IQVIA RDS (India) Private Limited

Ullas KS  
Director, Talent Acquisition Team



December 18, 2024

**Samruddhi Ganesh Ingale**  
Tanish Ikon Apart Flat No: EE-412  
Chaloli, Alandi, Pune, Maharashtra -  
412105

**OFFER OF APPOINTMENT**

Dear Samruddhi,

This is in reference to the interview and discussions you had with us. We are pleased to offer you the position of **"Junior Research Associate"** under the grade of **"Professional"** in level **"P0"** in **"Synthesis - Chemistry Solutions"** of our organization and you will be based at **Mallapur, Hyderabad**.

Your Annual Cost to Company (CTC) will be **INR. 3,60,000/- (Rupees Three Lakhs Sixty Thousand per annum only)**, detailed CTC breakup is given in Annexure.

You will be on Probation for the first **6 months** and during this period either party can terminate the service by giving one month's notice and thereafter three months' notice in writing, subject to the terms of the Service Agreement.

The Service agreement is for a period of **36 months**. In case of breach of contract, you will be liable to pay **2 months** last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before **Dec 23, 2024**, failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo a pre-employment medical checkup before the date of your joining.

Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks may be required as per the company policy.
3. Submission of all the following documents at the time of joining:
  - i. Relieving letter and service certificate from current employer
  - ii. Last 3 months pay slips.
  - iii. Form-16 if applicable
  - iv. Four copies of your latest passport size photographs
  - v. Copies of all Service certificates from past employment
  - vi. Copies of all the educational certificates
  - vii. PAN Card
  - viii. Aadhar Card

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.

**Suresh Anubolu**  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

**Registered & Corporate Office**  
**Aragen Life Sciences Limited**  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826



Annexure

Salary Structure – Samruddhi Ganesh Ingale

Salary Components	Per Month (INR.)	Per Annum (INR.)
<b>A. Gross Salary</b>		
Basic	9,733	1,16,792
HRA	3,893	46,717
Special Allowance	10,706	1,28,471
<b>Gross Salary (A)</b>	<b>24,332</b>	<b>2,91,980</b>
<b>B. Retiral &amp; Other Benefits</b>		
Provident Fund	1,800	21,600
Statutory Bonus	1,947	23,359
Group Medical Insurance Premium	1,453	17,440
Gratuity	468	5,618
<b>Benefits (B)</b>	<b>5,668</b>	<b>68,020</b>
<b>Total Cost to Company (A+B)</b>	<b>30,000</b>	<b>3,60,000</b>

1. PF & Group Medical Insurance mentioned are employer's contribution.
2. Statutory Bonus & Gratuity is an annualized amount and payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTU and EDU Policy.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED,

Surash Anubolu  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826

॥ सीलम् परम् भूषणम् ॥ शिक्षण व सेवा ॥

र. नं. इ. - ३४६ (सोलापूर) दि. १३/१०/८२



## यशोदा शिक्षण प्रसारक मंडळ

परंडा रोड, बार्शी-४१३ ४११, जि. सोलापूर (महाराष्ट्र) फोन : ०२१८४ - २२५०००

Web : www.yspmbarshi.com • Email : yspm\_barshi@yahoo.com

जायका क्र. २०२४-२५/२२

दिनांक ०६/०९/२०२४

### ORDER OF APPOINTMENT

To,  
Miss. **Tikate Shraddha Shivaji**  
M. Pharm,  
At-Barshi; Dist-Solapur.

With reference to your application dated 09/08/2024 I have the pleasure to inform you that you are hereby appointed as Assistant Professor in the Department of Pharmaceutical Chemistry at Sojar college of Pharmacy, Khandvi, Barshi on basic pay Rs. 15600 per month in the scale of Rs.15600- 39100 with effect from 10/09/2024 or the date you report for duty. You will be entitled to allowances such as compensatory local allowance, house rent allowance and dearness allowance as specifically sanctioned by PCI / State Government / Trust from time to time and any other allowance prescribed by PCI.

1. Your appointment is for the academic year 2024-25.
2. You are requested to acknowledge receipt of this order of appointment and communicate the acceptance of the appointment within 15 days from the date of receipt of the same to the President, Yashoda Shikshan Prasarak Mandal, Barshi.
3. You shall submit all your certified true copies of relevant testimonials such as Birth Date Certificate, Mark-sheets, Experience Certificate, Discharge/Relieving Certificate, Last pay certificate, Caste Certificate, Change of Name Certificate (If any) Two passport size photograph etc. before joining your duties.
4. You should not remain absent from duty without prior notice and sanction by competent authority.
5. You may be required to work beyond the working hours as required by the institute in the case of necessities and emergencies.
6. Your services are subject to approval from MSBTE and or DBATU authorities.

Copy to: Office Copy  
Guard file



  
President  
Dr. P. D. Yashoda Shikshan Prasarak Mandal  
Principal, Barshi, Tal. Barshi, Dist. Solapur  
Modern College of Pharmacy  
Nidgi, Pune - 411044





Date: 28 June 2024

Dear Shivshankar Waghmare,

Congratulations!

Further to your employment application, we are pleased to offer you the position of **Scientific Writer Intern** at Sqarona Medical Communications LLP.

The location of your reporting will be Hinjewadi, Pune.

Your total CTC will be **216,000** INR per annum and the probation period will be six (6) months from your joining (01 July 2024). Post which your employment will be confirmed, subject to satisfactory performance.

Your employment will be governed by the rules, regulations and policies of the company. Please note that the compensation offered to you is strictly confidential between Sqarona, your immediate family and your legal consultant and should not be discussed with anyone else apart from those mentioned above.

This offer is valid until 29 June 2024 (EOB), and it will expire. We request that you confirm acceptance of our offer.

Accepting this offer will constitute a valid contract between you and Sqarona. Therefore, you may initiate the necessary formalities of your exit from your current organization (if any) based on this letter.

Congratulations once again! We look forward to having you on board.

For Sqarona Medical Communications LLP.

Pravin Bolshete

Founder and Publication lead



I undersigned have read, understood and agreed to the terms and conditions as set forth in this letter.

Shivshankar Waghmare

Date:

Location:



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Sqarona Medical Communications LLP.

Registered Office: B-401, Sai Paradise, Sahyog Colony, Latur, Maharashtra, India - 413 512  
Phone: +91-8850623473 | Web: www.sqarona.com | Email: contact@sqarona.com



Ref No: 29628673  
29-Oct-2024



Shubham Deshpande

Dear Shubham,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Trainee - Junior Data Analyst** with **Cognizant Technology Solutions India Private Limited** ("Cognizant"). Your place of posting will be **Pune**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

You will be on probation for a period of 12 months from your date of joining. Your probation period includes your training program as applicable post joining as a full-time employee.

Your appointment will be governed by the terms and conditions of employment presented in Employment Agreement, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **08-Nov-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **08-Nov-2024**. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited** ("Cognizant"),

Shibu Balakrishnan  
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:



Date:   
D.V.P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Compensation and Benefits**

**Name:** Shubham Deshpande      **Designation:** Trainee - Junior Data Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA	2920	35,040
3	Conveyance Allowance	800	9,600
4	Company's contribution of PF #	1800	21,600
5	Advance Statutory Bonus***	2000	24,000
6	Special Allowance*	5477	65,724
7	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
<b>Annual Gross Compensation</b>			<b>249,996</b>
<b>Annual Total Compensation</b>			<b>249,996</b>
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
<b>Annual Total Remuneration</b>			<b>269,496</b>

As an associate you are entitled to the following additional benefits:

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

**Leave and vacation:**

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

*Category of Leave*

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days
- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.



*Principal Manager*  
*Mohit Prasad*  
*India Leave Policy*

**# Provident Fund Wages:**

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout."

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser.

**Employee State Insurance (ESI):**

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

**\* Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

**\* Advance Statutory Bonus** is in line with the provisions of the Payment of Bonus Act

**Note:**

- Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same.
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

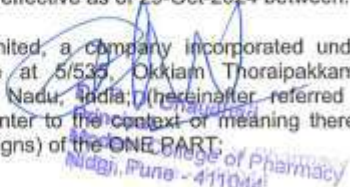
**Employment Agreement – Cognizant Technology Solutions India Private Limited**

This Employment Agreement ("Agreement") is made effective as of 29-Oct-2024 between:

Cognizant Technology Solutions India Private Limited, a Company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India, (hereinafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the **ONE PART:**

AND

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097





Shubham Deshpande, \_\_\_\_\_ (Age) \_\_\_\_\_, residing \_\_\_\_\_ at \_\_\_\_\_ (hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

#### RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

#### 1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

#### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

#### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or adverse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or



offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### 4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### 5. Data Protection

By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment, to any group/statutory bodies/authorities as required under applicable law/requirements.

Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoralpakkam, Chennai - 600 097

## 6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

## 7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

## 8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

### 9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

### 10. Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

d. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

### 11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### 12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be



changed by the Company from time to time.

### 13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

### 14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

### 15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

### 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

### 17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you

even after cessation of your employment with the Company.

#### 18. Dispute Resolution and Governing law

The Parties shall make our best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

#### 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.


This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto), are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited**

**Shubham Deshpande**

  
Shibu Balakrishnan  
AVP - HR

I have read, understood and accept the above-mentioned terms.

**Signature:**

**Date:**



  
Dr. P. B. Chaudhary  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Date: 28 June 2024

Dear **Shubhangi Shinde**,

Congratulations!

Further to your employment application, we are pleased to offer you the position of **Scientific Writer Intern** at Sqarona Medical Communications LLP.

The location of your reporting will be Hinjewadi, Pune.

Your total CTC will be **216,000** INR per annum and the probation period will be six (6) months from your joining (01 July 2024). Post which your employment will be confirmed, subject to satisfactory performance.

Your employment will be governed by the rules, regulations and policies of the company. Please note that the compensation offered to you is strictly confidential between Sqarona, your immediate family and your legal consultant and should not be discussed with anyone else apart from those mentioned above.

This offer is valid until 29 June 2024 (EOB), and it will expire. We request that you confirm acceptance of our offer.

Accepting this offer will constitute a valid contract between you and Sqarona. Therefore, you may initiate the necessary formalities of your exit from your current organization (if any) based on this letter.

Congratulations once again! We look forward to having you on board.

For Sqarona Medical Communications LLP.

**Pravin Bolshete**

**Founder and Publication lead**



I undersigned have read, understood and agreed to the terms and conditions as set forth in this letter.

**Shubhangi Shinde**

Date:

Location:



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



4/12/2024

Sneha Satish Jadhav

B.U. Bhandari Skiline, Wakad Pune  
411057

Dear Sneha Satish Jadhav

Welcome to IQVIA™

On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 96,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be (Business Operations Analyst - 120). You will be based in Ahmedabad, India (INAHM1, 42.5, H). Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

**ANNUAL GROSS PAY (AGP) - ₹400,000.00**

**PROVIDENT FUND - 21600**

**FIXED COST TO COMPANY (1+2) - 421,600**

**ANNUAL INCENTIVE PAY TARGET\* - 32000**

**TOTAL COST TO COMPANY (3+4) - 453,600**

**ANNUAL INCENTIVE PAY TARGET\***



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in



which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

**BENEFITS:**

- **Gratuity:** The eligibility and amount of this benefit is as per the applicable laws.
- **Leave Eligibility:** All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- **Group Mediclaim:** Employee and family members are covered as per prevailing Company Policy.
- **Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.**

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.

We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

Ulfes KS  
Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 16-Jan-2025

\*\*\*\*\*



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Registered Office  
IQVIA RDS (India) Private Limited  
Omega,  
Embassy TechSquare,  
Kadubeesanahalli CIN: U74140KA2003PTC032950  
Marathahalli-Sarjapur Outer Ring Road,  
Bangalore-560103  
[www.iqvia.com](http://www.iqvia.com)

#### EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 16-Jan-2025 is made and entered by (IQVIA RDS (India) Private Limited) (hereinafter "IQVIA" and Secha Satish Jadhav AGED ((24) (DOB: (12-June -2000)), [S-D]/o (Satish Pandurang Jadhav ) having Aadhar No. (463212820124) (hereinafter the "Executive").

IQVIA desires to employ this Executive as Business Operations Analyst and provide adequate assurances to this Executive and this Executive desire to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

**1. EMPLOYMENT** IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

**2. NATURE OF EMPLOYMENT** This Executive shall serve as a Business Operations Analyst and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



2.3 This Executive's base of operation shall be Ahmedabad, India (INAHM1, 42.5, H) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location, shift, department or Affiliates at any time during employment.

### 3. COMPENSATION

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. ₹400,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

### 4. TERM OF EMPLOYMENT

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive's employment with IQVIA (the "Probation Period"), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



"Extended Probation Period"); and

(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive's employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari passu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death.

As used in this Agreement "Cause" shall mean:

- (i) your performance of your job in an unsatisfactory manner, as determined by the Company;
- (ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or 8;
- (iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;
- (iv) your misconduct, violation of any law classified as a felony or dishonesty; or
- (v) the Company's dissolution or cessation of business operations.

"Negative Medical Report" as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the "Retirement Age").

Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body-



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corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

#### 5. COMPENSATION AND BENEFITS UPON TERMINATION

5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to this Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.

5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive's termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive's then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.



5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive's compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive's termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.

#### 6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES

6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

#### 6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:



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(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly;

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics; (B) with which the Executive was involved in any way; (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services; or (D) as to which Executive had access to IQVIA confidential or trade secret information"

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or

(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations.

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas; (i) within a 60-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the



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issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

6.3 Remedies. Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) If, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

6.4 Tolling. The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

6.5 Other Agreements. Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.

7. RELEASE Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

#### 8. EMPLOYEE REPRESENTATIONS

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.



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(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

- (i) Gain unauthorized access to the computer system or computer network; or
- (ii) Download, copy or extract any information or data from such system; or
- (iii) Introduce any harmful code; or
- (iv) Cause any damage to the system or network; or
- (v) Cause the non-functioning or malfunctioning of any system or network; or
- (vi) Cause denial of access to any authorized person to the system or network; or
- (vii) Contravene any provision of the Information Technology Act, 2000 and the rules and regulation made there under; or
- (viii) Tamper or manipulate any system or network with the object of operating the account of another person; or
- (ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the function of the computer system or network through any means; or
- (x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

- (i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its' clients' customers, or the business, finances, transactions or affairs of the Company.
- (ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.
- (iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment. Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA confidential information shall include, but not limited to:

- (i) IQVIA data and databases.
- (ii) Statistical methodologies, computer software and documentation.
- (iii) Information about employees (including compensation, benefits and performance reviews).
- (iv) Lists of customers and prospective customers.
- (v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.
- (vi) Methods of doing business and business processes.



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- (vii) Financial information relating to the performance of the Company.
- (viii) Internal policies accessible only to employees during employment.
- (ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential Information of others may include:

(i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.).

(ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.)

(iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

(f) Confidential Information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.

(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA Inventions. IQVIA Inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and



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obligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

9. **NOTICES** All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally; (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below; (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address  
Sneha Satish Jalhavi  
R.U. Bhandari Sidline, Wakad Pune  
411057

If to the Company, to:  
IQVIA  
OFFICE OF GENERAL COUNSEL,  
Omega Embassy TechSquare  
Marathahalli- Sarjapur Outer Ring Road  
Kadubeesanahalli  
Bangalore 560103  
Office: + 91 80 3769 0000/0100  
Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

10. **WAIVER OF BREACH** The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

11. **ENTIRE AGREEMENT** Except as expressly provided in this Agreement, this Agreement: (i) supersedes all other



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understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

**12. SEVERABILITY** If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

**13. PARTIES BOUND** The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

**14. GOVERNING LAW** This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

For and on behalf of  
IQVIA RDS (India) Private Limited

Ullas KS  
Director, Talent Acquisition Team



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Date – 20<sup>th</sup> Aug 2024

Name: **Snehal Kasture**  
Thane

Dear Snehal Kasture,

We are delighted to welcome you as an Intern with our **Bioequivalence and Clinical Support Department** for a tenure of **3 months**, Starting from 2<sup>nd</sup> September 2024 to 3<sup>rd</sup> December 2024. This tenure is extendable basis mutual agreement.

You will be provided **INR 13,000/-** per month as stipend.

We are confident that you will have a great learning experience and wish you the most enjoyable, memorable, and truly meaningful internship experience with us.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

Congratulations!



Authorized Signatory



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Wdgi, Pune - 411044

**Rubicon Research Private Limited**

**Corporate Office & R&D Center**  
MedOne House, B-75, Road No. 33,  
Wagle Estate, Thane - 400 604,  
Maharashtra, India  
Tel: 91-22-61414000/50414000  
Fax: 91-22-61414021  
**CIN: U73100MH1999PTC119744**

**Manufacturing Plant-I**  
K-30/4 & 30/5, Additional, M.I.D.C.,  
Ambarnath, Thane - 421 506  
Maharashtra, India  
Tel: 0251-7139500 / 3501240  
Fax: 0251-7139575  
**Email: rubicon@rubicon.co.in**

**Manufacturing Plant-II**  
J-4/2, Additional M.I.D.C.,  
Satara - 415 004,  
Maharashtra, India  
Tel: 02162-240309 / 240463  
Fax 02162-240331  
**Website: www.rubicon.co.in**



4/12/2024

Snehal Tukaram Borude  
LIC corner  
Yamunagar  
411044

Dear Snehal Tukaram,

Welcome to IQVIA™

On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 86,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be (Business Operations Analyst - 120). You will be based in Ahmedabad, India (INAHM1, 42.5, H). Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

ANNUAL GROSS PAY (AGP) - ₹400,000.00

PROVIDENT FUND - 21600

FIXED COST TO COMPANY (1+2) - 421,600

ANNUAL INCENTIVE PAY TARGET\* - 32000

TOTAL COST TO COMPANY (3+4) - 453,600

**ANNUAL INCENTIVE PAY TARGET\***

You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in



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which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

**BENEFITS:**

- Gratuity: The eligibility and amount of this benefit is as per the applicable laws.
- Leave Eligibility: All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- Group Mediclaim: Employee and family members are covered as per prevailing Company Policy.
- Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.

We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

**Ullas KS**  
Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 16-Jan-2025



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Registered Office  
IQVIA RDS (India) Private Limited  
Omega,  
Embassy TechSquare,  
Kadubeesanahalli CIN: U74140KA2003PTC032950  
Marathahalli-Sarjapur Outer Ring Road,  
Bangalore-560103  
[www.iqvia.com](http://www.iqvia.com)

#### EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 16-Jan-2025 is made and entered by (IQVIA RDS (India) Private Limited) (hereinafter "IQVIA" and Snehal Tukaram Borude, AGED ((24) (DOB: (01-May-2000)), [S-D]/o (Tukaram Gopala Borude) having Aadhar No. (463746085841) (hereinafter the "Executive").

IQVIA desires to employ this Executive as Business Operations Analyst and provide adequate assurances to this Executive and this Executive desire to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

1. **EMPLOYMENT** IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

2. **NATURE OF EMPLOYMENT** This Executive shall serve as a Business Operations Analyst and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.



  
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2.3 This Executive's base of operation shall be Ahmedabad, India (INAHM1, 42.5, H) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location, shift, department or Affiliates at any time during employment.

### 3. COMPENSATION

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. ₹400,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

### 4. TERM OF EMPLOYMENT

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive's employment with IQVIA (the "Probation Period"), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the



  
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"Extended Probation Period"); and

(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive's employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari passu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death.

As used in this Agreement "Cause" shall mean:

- (i) your performance of your job in an unsatisfactory manner, as determined by the Company;
- (ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or B;
- (iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;
- (iv) your misconduct, violation of any law classified as a felony or dishonesty; or
- (v) the Company's dissolution or cessation of business operations.

"Negative Medical Report" as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the "Retirement Age").

Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body



  
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corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

#### 5. COMPENSATION AND BENEFITS UPON TERMINATION

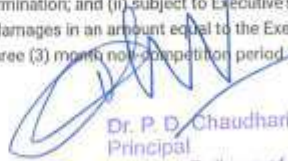
5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to this Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.

5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive's termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive's then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.



  
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5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive's compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive's termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.

#### 6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES

6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:



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(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly:

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics, (B) with which the Executive was involved in any way, (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services, or (D) as to which Executive had access to IQVIA confidential or trade secret information"

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or

(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations.

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas: (i) within a 60-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the



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issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

6.3 Remedies. Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) if, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

6.4 Tolling. The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

6.5 Other Agreements. Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.

7. RELEASE Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

#### 8. EMPLOYEE REPRESENTATIONS

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.



  
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(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

- (i) Gain unauthorized access to the computer system or computer network; or
- (ii) Download, copy or extract any information or data from such system; or
- (iii) Introduce any harmful code; or
- (iv) Cause any damage to the system or network; or
- (v) Cause the non-functioning or malfunctioning of any system or network; or
- (vi) Cause denial of access to any authorized person to the system or network; or
- (vii) Contravene any provision of the Information Technology Act, 2000 and the rules and regulation made there under; or
- (viii) Tamper or manipulate any system or network with the object of operating the account of another person; or
- (ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the function of the computer system or network through any means; or
- (x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

(i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its clients' customers, or the business, finances, transactions or affairs of the Company.

(ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.

(iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment. Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA confidential information shall include, but not limited to:

- (i) IQVIA data and databases.
- (ii) Statistical methodologies, computer software and documentation.
- (iii) Information about employees (including compensation, benefits and performance reviews).
- (iv) Lists of customers and prospective customers.
- (v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.
- (vi) Methods of doing business and business processes.



  
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- (vii) Financial information relating to the performance of the Company.
- (viii) Internal policies accessible only to employees during employment.
- (ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential information of others may include:

(i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.).

(ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.).

(iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

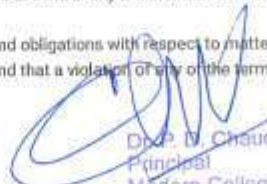
(f) Confidential information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.

(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA inventions, IQVIA inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and



  
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obligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

9. **NOTICES** All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally; (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below; (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address  
Snehal Tukaram Borude  
LIC corner  
Yamunnagar  
India  
411044

If to the Company, to:  
IQVIA  
OFFICE OF GENERAL COUNSEL,  
Omega Embassy TechSquare  
Marathahalli- Sarjapur Outer Ring Road  
Kadubeesanahalli  
Bangalore 560103  
Office: + 91 80 3769 0000/D100  
Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

10. **WAIVER OF BREACH** The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

11. **ENTIRE AGREEMENT** Except as expressly provided in this Agreement, this Agreement (i) supersedes all other



  
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understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

12. **SEVERABILITY** If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

13. **PARTIES BOUND** The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

14. **GOVERNING LAW** This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

Signature

For and on behalf of  
IQVIA RDS (India) Private Limited

Ullas KS  
Director, Talent Acquisition Team



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



4/12/2024

Sonal Dattatraya Sabale

Vishnu Niwas, Lane no-7 Newale Vasti, Chikhli, Pune. Pin-411062

Dear Sonal Dattatraya Sabale

Welcome to IQVIA™

On behalf of IQVIA, The Human Data Science Company™, we are pleased to extend an offer of employment for you to join our global team.

By accepting this offer, you will join a diverse team of 86,000+ employees in 100+ countries who share a passion to help clients drive healthcare forward. Discover new paths to success as you share stories of unparalleled data, transformative technology, advanced analytics, and domain expertise coming together to solve complex problems. Join IQVIA and be the catalyst for the future of human science.

Your designation will be (Business Operations Analyst - 120). You will be based in Ahmedabad, India (JNAHM1, 42.5, H). Included is information about our offer of employment for your review, including details about salary, vacation time and health benefits.

Please note that this offer is subject to the outcome of the Background Verification on your candidature. At any point, in the event we find that any supporting documentation and/or information provided in connection with this offer letter is found to be false or misrepresented, the company reserves the right to revoke this offer of employment and terminate the appointment on an immediate basis.

ANNUAL GROSS PAY (AGP) - ₹400,000.00

PROVIDENT FUND - 21600

FIXED COST TO COMPANY (1+2) - 421,600

ANNUAL INCENTIVE PAY TARGET\* - 32000

TOTAL COST TO COMPANY (3+4) - 453,600

ANNUAL INCENTIVE PAY TARGET\*



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Principal  
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You are eligible to participate in IQVIA's Annual Incentive Plan (AIP) subject to the terms and conditions of the applicable AIP in place at the time of any payout. Your manager will communicate performance parameters at a later date. Your start date must occur on or before September 30 to be eligible to participate in the AIP for the year in



which you start, and any payout will be prorated based on your start date. Employees are not guaranteed any payout under the AIP. Any payout or achievement is determined by the Company within its sole discretion and not according to any specific formula or calculation.

Detailed break up of salary will be shared separately.

**BENEFITS:**

- Gratuity: The eligibility and amount of this benefit is as per the applicable laws.
- Leave Eligibility: All leave entitlements will be pro-rated on an accrual basis in terms of fractions of the calendar year during which you attended the office. The leave entitlements set out above are provided annually (January-December of each calendar year) and are subject to company policy, as it may be from time to time.
- Group Mediclaim: Employee and family members are covered as per prevailing Company Policy.
- Employees are covered under Group Life Insurance & Group Personal Accident Insurance as per prevailing Company Policy.

The next step is to indicate your agreement to these terms by electronically signing this offer. It is important that you accept your offer of employment within 48 hours of receipt. Once accepted the remaining Onboarding documents will become available to you for completion within a further 3 days. Please read and follow the instructions on each of the documents carefully. Failure to complete the tasks may affect the downstream activities of your onboarding process.

We look forward to receiving your acceptance to join our team. We are really excited to welcome you to IQVIA.

Sincerely,

Ulhas KS  
Director, Talent Acquisition Team

For IQVIA RDS (India) Private Limited

Joining Date: 16-Jan-2025



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





Registered Office  
IQVIA RDS (India) Private Limited  
Omega,  
Embassy TechSquare,  
Kadubeesanahalli CIN: U74140KA2003PTC032950  
Marathahalli-Sarjapur Outer Ring Road,  
Bangalore-560103  
[www.iqvia.com](http://www.iqvia.com)

#### EXECUTIVE EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement"), dated as of the 16-Jan-2025 is made and entered by IQVIA RDS (India) Private Limited (hereinafter "IQVIA" and Soual Dattatraya Sabale AGED (24) (DOB: (02-October -2000)), [S-O]/o (Dattatraya Vijay Sabale ) having Aadhar No. (472512152496) (hereinafter the "Executive").

IQVIA desires to employ this Executive as Business Operations Analyst and provide adequate assurances to this Executive and this Executive desire to accept such employment on the terms set forth below.

In consideration of the mutual promises set forth below and other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, IQVIA and Executive agree as follows:

1. **EMPLOYMENT** IQVIA employs Executive and Executive accepts employment on the terms and conditions set forth in this Agreement.

2. **NATURE OF EMPLOYMENT** This Executive shall serve as a Business Operations Analyst and have such responsibilities and authority as IQVIA may assign from time to time. Additionally, this Executive agrees to perform such other duties consonant with those of an executive at the Executive's level as IQVIA may set from time to time.

2.1 This Executive shall perform all duties and exercise all authority in accordance with, and otherwise comply with, all IQVIA policies, procedures, practices and directions.

2.2 This Executive shall devote all working time, best efforts, knowledge and experience to perform successfully the Executive's duties and advance the Company's and/or its Affiliates' interests. During employment, this Executive shall not engage in any other business activities of any nature whatsoever (including board memberships) for which this Executive receives compensation without the Company's prior written consent; provided, however, this provision does not prohibit this Executive from personally owning and trading in stocks, bonds, securities, real estate, commodities or other investment properties for the Executive's own benefit which do not create actual or potential conflicts of interest with IQVIA and/or its Affiliates. As used in this Agreement, "Affiliates" shall mean: (i) any Company's parent, subsidiary or related entity; and/or (ii) any entity directly or indirectly controlled or beneficially owned in whole or part by IQVIA or Company's parent, subsidiary or related entity.



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2.3 This Executive's base of operation shall be Ahmedabad, India (INAHM1, 42.5, H) subject to business travel as may be necessary in the performance of Executive's duties. IQVIA may in its sole discretion reallocate or transfer this Executive to a different location, shift, department or Affiliates at any time during employment.

### 3. COMPENSATION

3.1 Base Salary. This Executive's annual salary for all services rendered shall be Indian Rs. ₹400,000.00 payable in equal monthly installments (less applicable withholdings) in accordance with the Company's policies, procedures and practices as they may exist from time to time. Executive's salary shall be reviewed in accordance with the Company's policies, procedures and practices as they may exist from time to time.

3.2 Other Benefits. This Executive may participate in all medical and disability insurance, pension, personal leave and other employee benefit plans and programs except Executive may not participate in any severance plans which may be made available from time to time to IQVIA executives at Executive's level; provided, however, that this Executive's participation in benefit plans and programs is subject to the applicable terms, conditions and eligibility requirements of these plans and programs, some of which are within the plan administrator's discretion, as they may exist from time to time.

3.3 Business Expenses. This Executive shall be reimbursed for reasonable and necessary expenses actually incurred by this Executive in performing services under this Agreement in accordance with and subject to the terms and conditions of the applicable IQVIA reimbursement policies, procedures and practices as they may exist from time to time. Expenses covered by this provision include but are not limited to travel, entertainment, professional dues, subscriptions and dues, fees and expenses associated with membership in various professional, and business and civic associations of which Executive's participation is in the Company's best interest.

3.4 Nothing in this Agreement shall require IQVIA to create, continue or refrain from amending, modifying, revising or revoking any of the plans, programs or benefits set forth in Sections 3.2 through 3.3. Any amendments, modifications, revisions and revocations of these plans, programs and benefits shall apply to Executive.

3.5 If, at any time during which the Executive is receiving salary or post-termination payments from the Company, the Executive receives payments on account of mental or physical disability from any source, then the Company, at its discretion, may reduce the Executive's salary or post-termination payments by the amount of such disability payments.

### 4. TERM OF EMPLOYMENT

4.1 The parties agree that during the first one hundred and eighty (180) days (first and last day, inclusive) of the Executive's employment with IQVIA (the "Probation Period"), either party may terminate this Agreement without Cause (as defined in clause 4.2, below) at any time upon giving the other party thirty (30) days written notice; except:

(a) that IQVIA may by written notification to you extend the said Probation Period by further two (2) months (the



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"Extended Probation Period"); and

(b) that in the event this Agreement has not been terminated by either party during the Probation Period or the Extended Probation Period (as the case may be); then

(c) for the remainder of the duration of the Executive's employment with IQVIA (i.e. after the Probation Period/ Extended Probation Period), either party may only terminate this Agreement without Cause by providing the other with ninety (90) days written notice.

For the avoidance of doubt the terms applicable to the Probation Period shall be applicable to the Extended Probation Period on a pari passu basis.

4.2 In addition to termination without cause pursuant to sections 4.1 above, your employment may also be terminated as follows:

(a) IQVIA shall have the right to terminate your employment immediately by written notice for Cause (as defined below), or without notice in the event of your Disability (as defined below), upon attaining Retirement Age (as defined below), Negative Medical Report (as defined below) or death.

As used in this Agreement "Cause" shall mean:

- (i) your performance of your job in an unsatisfactory manner, as determined by the Company;
- (ii) your material breach of any of the terms of this Agreement including but not limited to Sections 2 or 8;
- (iii) your failure to comply with IQVIA policy, procedure, practice or direction by the Company;
- (iv) your misconduct, violation of any law classified as a felony or dishonesty; or
- (v) the Company's dissolution or cessation of business operations.

"Negative Medical Report" as used in this Agreement, means a negative report pursuant to the mandatory annual medical checkups for all IQVIA employees working in laboratories where biomedical waste is handled.

"Disability" as used in this Agreement, means a physical or mental condition that renders you unable to perform the essential functions of your job for a period of one hundred and eighty (180) days or more. Disability shall be determined by a physician satisfactory to the Company.

Subject to the provisions of the foregoing paragraph, for the purposes of this Agreement, you shall be deemed to attain retirement when you attain the age of sixty (60) years (the "Retirement Age").

Without prejudice to the provisions of any agreement and/or arrangement that IQVIA may have with any body-



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corporate in respect of statutory or other benefits that you may be entitled to, you acknowledge and agree that, the Retirement Age may be varied by IQVIA at its sole discretion (which shall be by way of written notification to you and which may be electronically communicated).

(b) You may terminate your employment upon ninety (90) days written notice in the event IQVIA fails to comply with any material provision of this Agreement; provided, however, IQVIA shall have ninety (90) days from the receipt of such notice to cure any such default. If such default is cured within the initial ninety (90) days period, or if IQVIA takes reasonable steps to cure the default within such period and reasonably expects to cure such default within a reasonable time and in any event within one hundred and twenty (120) days of the original notice of breach, then in either event, you shall have no right to terminate your employment.

4.3 This Agreement shall terminate upon the termination of the employment relationship with the following exceptions: Section 6 (IQVIA Property and Competitive Business Activities), and Section 7 (Release) shall survive the termination of Executive's employment and/or the expiration or termination of this Agreement, regardless of the reasons for such expiration or termination.

#### 5. COMPENSATION AND BENEFITS UPON TERMINATION

5.1 The Company's obligation to compensate the Executive ceases on the effective termination date except as to: (i) amounts due at that time and (ii) any compensation and/or benefits to which the Executive may be entitled to receive pursuant to Sections 5.2, 5.3, 5.4, 5.7 or 5.8.

5.2 If IQVIA terminates Executive's employment pursuant to Sections 4.1 (without cause), then the Company's sole obligation shall be to pay Executive: (i) amounts due on the effective termination date; (ii) Subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.6, an amount equal to the Executive then current monthly base salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.

5.3 If IQVIA terminates this Executive's employment as provided in Section 4.2 or if the Executive terminates employment pursuant to Section 4.1 (without cause), then the Company's sole obligation shall be to pay Executive amounts due on the effective termination date. Executive, except when employment terminates pursuant to Section 4.2 (a) (death), shall comply with Section 6 of this Agreement upon expiration or termination of this Agreement.

5.4 If Executive terminates the employment relationship as a result of the Company's failure to cure its material breach of this Agreement after the Executive has given IQVIA notice of the material breach and 30 days in which to cure the breach (or such longer period as may be reasonably required to cure the breach as long as IQVIA is making good faith efforts to do so), pursuant to Section 4.2(b) of this Agreement, then the Company's sole obligation to Executive in lieu of any other damages or other relief to which the Executive otherwise may be entitled shall be (i) an amount equal to amounts due at the time of the Executive's termination; and (ii) subject to Executive's compliance with Section 6 and subject to Sections 3.5 and 5.5, liquidated damages in an amount equal to the Executive's then current monthly salary (less applicable withholdings) for the three (3) month non-competition period set forth in Section 6.2, payable in equal monthly installments.



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5.5 The Company's obligation to provide the payments under Sections 5.2 and 5.4 is conditioned upon Executive's execution of an enforceable release of all claims and the Executive's compliance with Section 6 of this Agreement. If Executive chooses not to execute such a release or fails to comply with Section 6 then the Company's obligation to compensate the Executive ceases on the effective termination date.

5.6 Executive is not entitled to receive any compensation or benefits upon the Executive's termination except as: (i) set forth in this Agreement; (ii) otherwise required by law. Moreover, the terms and conditions afforded Executive under this Agreement are in lieu of any severance benefits to which the Executive otherwise might be entitled pursuant to any severance plan, policy and practice of IQVIA and or its Affiliates. Nothing in this Agreement, however, is intended to waive or supplant any death, disability, retirement or pension benefits to which the Executive may be entitled under employee benefit plans in which the Executive participates.

5.7 Without prejudice to the provisions of Section 4.1, 4.2 and 5.2, if the Executive terminates his/her employment pursuant to Section 4.1 (without cause), then IQVIA may at its sole option, either require the Executive to: (a) serve the notice period specified in Section 4.1 (whether such notice period is within the Probation Period or at any time thereafter) in whole or part; or (b) may pay the Executive an amount equivalent to the gross salary that would have been owed to the employee for the duration of the aggregate notice period specified in Section 4.1 in lieu of the Executive serving the said notice period.

5.8 It is expressly acknowledged and agreed that the rights of IQVIA set out in Section 5.7 (a) and (b) may be exercised in whole or in part by IQVIA and where IQVIA requires the Executive to only serve a part of his/her notice period pursuant to Section 5.7 (a), then for the remainder of the notice period IQVIA shall pay amounts in lieu of notice on a pro-rated basis.

#### 6. IQVIA PROPERTY AND COMPETITIVE BUSINESS ACTIVITIES

6.1 IQVIA Property. Upon termination of the Executive's employment, Executive shall: (i) deliver to IQVIA all records, memoranda, data, documents and other property of any description which refer or relate in any way to Trade Secrets or Confidential Information, including all copies thereof, which are in the Executive's possession, custody or control; (ii) deliver to IQVIA all IQVIA and/or Affiliates property (including, but not limited to, keys, credit cards, client files, contracts, proposals, work in process, manuals, forms, computer stored work in process and other computer data, research materials, other items of business information concerning any Company and/or Affiliates client, or Company and/or Affiliates business or business methods, including all copies thereof) which is in the Executive's possession, custody or control; (iii) bring all such records, files and other materials up to date before returning them; and (iv) fully cooperate with IQVIA in winding up the Executive's work and transferring that work to other individuals designated by the Company.

6.2 Competitive Business Activities.

(a) Executive will not engage in the following activities:



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(1) on Executive's own or another's behalf, whether as an officer, director, stockholder, partner, associate, owner, employee, consultant or otherwise, directly or indirectly;

(i) During the Executive's employment and the three (3) months following the Executive's effective termination date (regardless of the reason for the termination), compete with IQVIA or its Affiliates within the geographical areas set forth in Section 6.2 (b); except that Executive, without violating this provision, may become employed by: (A) any company which is engaged in the integrated development, discovery, manufacture, marketing and sale of pharmaceutical drugs that does not engage in Covered IQVIA Offering; (B) a local, state or federal government; or (C) an academic institution, provided you are not providing services for such institution that competes with IQVIA or its Affiliates.

"Covered IQVIA Offering" means any IQVIA Offering (A) involving without limitation, contract sales, contract research or life-science analytics, (B) with which the Executive was involved in any way, (C) that was offered or supported in any way by the Business Unit of IQVIA for or with which the Executive provided Services, or (D) as to which Executive had access to IQVIA confidential or trade secret information.

(ii) During the Executive's employment and the twelve (12) months following the Executive's effective termination date (regardless of the reason for the termination), within the geographical areas set forth in Section 6.2 (b), solicit or do business which is the same, similar to or otherwise in competition with the business engaged in by IQVIA or its Affiliates, from or with persons or entities: (A) who are customers of IQVIA or its Affiliates; (B) who Executive or someone for whom the Executive was responsible solicited, negotiated, contracted or serviced on the Company's or its Affiliates' behalf; or (C) who were customers of IQVIA or its Affiliates at any time during the last year of Executive's employment with the Company;

(iii) During the Executive's employment and the six (6) months following the Executive's effective termination date (regardless of the reason for the termination), offer employment to or otherwise solicit for employment any employee or other person who had been employed by IQVIA or its Affiliates during the last year of Executive's employment with the Company; or

(2) directly or indirectly take any action which is materially detrimental or otherwise intended to be adverse to the Company's and/or Affiliates' goodwill, name, business relations, prospects and operations.

(b) The restrictions set forth in Section 6.2 apply to the following geographical areas: (i) within a 60-mile radius of IQVIA and/or its Affiliates where the Executive had an office during the Executive's employment with IQVIA and/or its Affiliates; (ii) any city, metropolitan area, state in which Executive's services were provided, or for which Executive had responsibility, or in which Executive worked on IQVIA and/or Affiliates' projects, while employed by IQVIA; and (iii) any city, metropolitan area, state in which IQVIA or its Affiliates is located or does or, during Executive's employment with Company, did business.

(c) Notwithstanding the foregoing, Executive's ownership, directly or indirectly, of not more than one percent of the



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issued and outstanding stock of a corporation the shares of which are regularly traded on a national securities exchange or in the over-the-counter market shall not violate Section 6.2.

6.3 Remedies. Executive acknowledges that the Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions of this Agreement would cause irreparable harm to IQVIA and/or its Affiliates for which legal remedies would be inadequate. Therefore, in addition to any legal or other relief to which IQVIA and/or its Affiliates may be entitled by virtue of Executive's failure to abide by these provisions: (i) IQVIA will be released of its obligations under this Agreement to make any post-termination payments, including but not limited to those otherwise available pursuant to Sections 5.2 or 5.4; (ii) IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions; (iii) Executive will return all post-termination payments received pursuant to this Agreement, including but not limited to those received pursuant to Sections 5.2 or 5.4; (iv) Executive will indemnify IQVIA and/or its Affiliates for all expenses including attorneys' fees in seeking to enforce these provisions; and (v) if, as a result of Executive's failure to abide by IQVIA Property or Competitive Business Activities provisions, any commission or fee becomes payable to Executive or to any person, corporation or other entity with which Executive has become employed or otherwise associated, Executive shall pay IQVIA or cause the person, corporation or other entity with whom the Executive has become employed or otherwise associated to pay IQVIA an amount equal to such commission or fee. If IQVIA exercises its right to discontinue payments under this provision and/or Executive returns all post-termination payments received pursuant to this Agreement, Executive shall remain obligated to abide by IQVIA Property and Competitive Business Activities provisions set forth in this Agreement.

6.4 Tolling. The three (3) month period under Section 6.2 shall be tolled during any period in which Executive fails to abide by these provisions.

6.5 Other Agreements. Nothing in this Agreement shall terminate, revoke or diminish Executive's obligations or the Company's and/or its Affiliates' rights and remedies under law or any agreements relating to trade secrets, confidential information, non-competition and intellectual property which Executive has executed in the past or may execute in the future or contemporaneously with this Agreement.

7. RELEASE Executive acknowledges that: (i) as a part of the Executive's services, the Executive may provide the Executive's image, likeness, voice or other characteristics; and (ii) IQVIA may use the Executive's image, likeness, voice or other characteristics and expressly releases the Company, its Affiliates and its and/or their agents, employees, licensees and assigns from and against any and all claims which the Executive has or may have for invasion of privacy, right of privacy, defamation, copyright infringement or any other causes of action arising out of the use, adaptation, reproduction, distribution, broadcast or exhibition of such characteristics.

#### 8. EMPLOYEE REPRESENTATIONS

(a) Executive represents and warrants that the Executive's employment and obligations under this Agreement will not (i) breach any duty or obligation the Executive owes to another or (ii) violate any law, recognized ethics standard or recognized business custom.



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(b) Executive hereby expressly agree that he/she shall not either directly or indirectly commit or cause to commit any cybercrime. Cybercrime as mentioned herein means any isolated or concerted act done anywhere by which the originator of such act or associates:

- (i) Gain unauthorized access to the computer system or computer network; or
- (ii) Download, copy or extract any information or data from such system; or
- (iii) Introduce any harmful code; or
- (iv) Cause any damage to the system or network; or
- (v) Cause the non-functioning or malfunctioning of any system or network; or
- (vi) Cause denial of access to any authorized person to the system or network; or
- (vii) Contravene any provision of the Information Technology Act, 2008 and the rules and regulation made there under; or
- (viii) Tamper or manipulate any system or network with the object of operating the account of another person; or
- (ix) Alter or delete any information residing in a computer resource or diminishes the value or utility of the functions of the computer system or network through any means; or
- (x) Do anything which has the effect of adversely affecting the performance of a computer network or services.

(c) As a condition of employment, Executive hereby accepts the following non-disclosure requirements:

- (i) Except as reasonably required in the performance of his/her duties, Executive shall not at any time during or after his/her employment has been terminated, disclose or reveal to any person or otherwise make use of Confidential Information including any personal information, trade secrets, secret or confidential operations, processes or dealings or any information concerning the Company, its clients or its' clients' customers, or the business, finances, transactions or affairs of the Company.
- (ii) Regarding these non-disclosure obligations, Executive fully acknowledge and consent to the Company's ability to monitor and review his/her activities while in employment to the maximum extent permitted by law.
- (iii) Executive further agrees to take all reasonable action to prevent unauthorized use or disclosure of any Confidential Information, including any personal information that he/she may view or access during employment. Confidential Information shall mean without limitation, any information that is not publicly known and relates to business affairs, proprietary products, technology, research, development and trade secrets of IQVIA and its Affiliates and other entities with which IQVIA conducts business and/or are stakeholders in such business.

(d) IQVIA confidential information shall include, but not limited to:

- (i) IQVIA data and databases.
- (ii) Statistical methodologies, computer software and documentation.
- (iii) Information about employees (including compensation, benefits and performance reviews).
- (iv) Lists of customers and prospective customers.
- (v) Business plans, including marketing plans, research and development plans, sales plans and strategic plans.
- (vi) Methods of doing business and business processes.



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- (vii) Financial information relating to the performance of the Company.
- (viii) Internal policies accessible only to employees during employment.
- (ix) Other information that is not generally known, and that relates to IQVIA.

(e) Confidential Information of others may include:

(i) Information shared by a customer about its business that is not generally known to public (for example, drugs in research & development, potential drug licensing transactions between pharmaceutical companies, direct sales data, sales territory alignments, report parameters selected by the customer, business plans, etc.).

(ii) Information shared by a data supplier about its business that is not generally known to public (for example, computer system specifications, unprocessed supplier data, business plans, etc.)

(iii) Information shared by another company to help IQVIA evaluate whether to enter into a business relationship with that company.

(f) Confidential Information also includes any individually identifiable information about any individual, whether an IQVIA employee, business contact, customer, client or customer or employee of any Company's client. This information may not be used or disclosed by Executive for any purpose except to perform the specific functions or responsibilities assigned to Executive during employment.

(g) Executive shall indemnify IQVIA (including its directors, employees and agents) from and against any and all loss and damage or liability suffered and legal fees and all costs incurred by IQVIA resulting from or related to a breach of any of Executive's obligations and/or representations contained herein for any reason whatsoever.

(h) Executive agrees that he/she shall promptly make full written disclosure to IQVIA, will hold in trust for the sole right and benefit of IQVIA, and hereby assign to IQVIA, or its designee, all of his/her right, title and interest throughout the world in and to any and all IQVIA Inventions. IQVIA Inventions ("IQVIA Inventions") shall mean all inventions that Executive may solely or jointly author, discover, develop, conceive, or reduce to practice during the period of employment with IQVIA and all data created or developed by Employee or provided by IQVIA or third parties during his/her employment, wherever located whether electronically or in hard copy, in a computer, mobile device, cloud storage or otherwise ("Data"). Executive further acknowledge that all IQVIA Inventions made by Executive (solely or jointly with others) within the scope of and during the period of the employment, including without limitation the Data, are "works made for hire" (to the greatest extent permitted by applicable law) and are compensated by Executive's salary. Executive hereby waives and irrevocably quits, claims to IQVIA or its designee all claims, of any nature whatsoever, that he/she now have or may hereafter have in respect of any and all IQVIA Inventions, including without limitation claims for infringement thereof. Further Employee hereby irrevocably waive all his/her rights and claims in respect of the Data and any rights to injunctive relief against IQVIA from either accessing such data at any time or prohibiting IQVIA from utilizing IQVIA Inventions or Data in any manner it deems fit in perpetuity.

(i) Executive acknowledge and agree that covenants and obligations with respect to matters set forth in this Section 8 relate to special, unique and extraordinary matters and that a violation of any of the terms of such covenants and



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obligations will cause IQVIA irreparable injury and IQVIA may seek legal and equitable relief, including but not limited to preliminary and permanent injunctive relief, for Executive's actual or threatened failure to abide by these provisions. These injunctive remedies are cumulative and are in addition to any other rights and remedies that IQVIA may have at law or in equity.

9. **NOTICES** All notices, requests, demands and other communications required or permitted to be given in writing pursuant to this Agreement shall be deemed given and received: (a) upon delivery if delivered personally; (b) on the fifth (5th) day after being deposited with the Indian Postal Service if mailed by first class mail, postage prepaid, registered or certified with return receipt requested, at the addresses set forth below; (c) on the next day after being deposited with a reliable overnight delivery service; or (d) upon receipt of an answer back confirmation, if transmitted by telefax, addressed to the below indicated telefax number. Notice given in another manner shall be effective only when received by the addressee. For purposes of notice, the addresses and telefax number (if any) of the parties shall be as follows:

If to the Executive, to: Executive's Residential Address  
Sonal Dattatraya Sabale  
Vishnu Niwas, Lane no-7 Newale Vasti, Chikhli, Pune, Pin-411062

If to the Company, to:  
IQVIA  
OFFICE OF GENERAL COUNSEL,  
Omega Embassy TechSquare  
Marathahalli- Sarjapur Outer Ring Road  
Kadubeesanahalli  
Bangalore 560103  
Office: + 91 80 3769 0000/0100  
Attn: Legal Department

provided that:

(a) each party shall have the right to change its address for notice, and the person who is to receive notice, by the giving of fifteen (15) days' prior written notice to the other party in the manner set forth above; and

(b) notices shall be effective if given to the other party in the manner set forth above regardless of whether a copy was received by the additional addressee specified above.

10. **WAIVER OF BREACH** The Company's or Executive's waiver of any breach of a provision of this Agreement shall not waive any subsequent breach by the other party.

11. **ENTIRE AGREEMENT** Except as expressly provided in this Agreement, this Agreement: (i) supersedes all other



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understandings and agreements, oral or written, between the parties with respect to the subject matter of this Agreement; and (ii) constitutes the sole agreement between the parties with respect to this subject matter. Each party acknowledges that: (i) no representations, inducements, promises or agreements, oral or written, have been made by any party or by anyone acting on behalf of any party, which are not embodied in this Agreement; and (ii) no agreement, statement or promise not contained in this Agreement shall be valid. No change or modification of this Agreement shall be valid or binding upon the parties unless such change or modification is in writing and is signed by the parties.

**12. SEVERABILITY** If a court of competent jurisdiction holds that any provision or sub-part thereof contained in this Agreement is invalid, illegal or unenforceable, that invalidity, illegality or unenforceability shall not affect any other provision in this Agreement. Additionally, if any of the provisions, clauses or phrases in the Trade Secrets, Confidential Information or Competitive Business Activities provisions set forth in this Agreement are held unenforceable by a court of competent jurisdiction, then the parties desire that they be "blue-penciled" or rewritten by the court to the extent necessary to render them enforceable.

**13. PARTIES BOUND** The terms, provisions, covenants and agreements contained in this Agreement shall apply to, be binding upon and inure to the benefit of the Company's successors and assigns. The Company, at its discretion, may assign this Agreement to Affiliates. Because this Agreement is personal to Executive, Executive may not assign this Agreement.

**14. GOVERNING LAW** This Agreement and the employment relationship created by it shall be governed by laws of the Republic of India. The parties hereby consent to jurisdiction in Bangalore for any litigation relating to this Agreement and agree that any litigation by or involving them relating to this Agreement shall be conducted in the courts of Bangalore.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the day, month and year first written above.

Signatures

For and on behalf of  
IQVIA RDS (India) Private Limited

Ullas KS  
Director, Talent Acquisition Team



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Date: 01<sup>st</sup> July 2024

**APPOINTMENT LETTER**

Dear **Mr. Swapnil S. Tarate**

We are pleased to appoint you as an of **Research Associate in Formulation Research and Development Department** in *Our Organization* with effect from *01st July 2024* on the following terms & conditions.

1. You present total CTC (Cost to Company) shall be Rs. **2.10 lakhs per annum**. The breakup of the same is as follows.
2. You will be on probation period for a period of six months from the date of joining. The probation period can be curtailed or extended at the sole discretion of management depending upon assessment of your overall performance. The extended probationary period would be maximum of three months. Unless confirmed on writing you will continue on probation.
3. Your services may be terminated on either side by giving two-month notice in writing or payment of salary in lieu of. The company may immediately terminate your services without any compensation or notice, if you are in any breach of your responsibilities as assigned by the company.
4. Your continuation in employment will be further subject to you remaining medically fit. The management will have the right to get you examined or re-examined from Company's Physician whose decision shall be final and binding on you.
5. You would be entitled to all statutory benefits like Leave, Bonus & Gratuity etc. as applicable to your cadre and in accordance with the Company's policies from time to time.
6. Your services are however, liable to be transferred to any of our offices/units etc. purely at the discretion of the management on account of exigencies of work without any additional remuneration.



  
P.O. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Callidus Research Laboratories Pvt. Ltd.**

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

7. You will be Whole time employee of the company and will not engage yourself in any work similar in nature to that of the company and/or engage yourself anywhere in any work, profession or employment in any capacity either honorary or otherwise.
8. You will have to maintain high personal integrity and moral conviction.
9. Management expect you to discharge your duties diligently and honestly & you should not disclose, utilize or divulge to any other company, firm or person, the affairs, process and techniques without written consent of the management.
10. If for any reason, you become incapable of performing the duties assigned to you or in the event of giving false particulars in your application and deliberately not disclosing any information, which is in the opinion, would have prompted us not to appoint you, then in such case your employment would be dispensed off without any notice or compensation thereof.
11. In case of termination or resignation, you shall handover all the documents and papers, keys and other property of the company as may be in your custody, care or charge to your immediate supervisor and obtain a clearance certificate from him.
12. In the case of sickness, preventing you from satisfactory performance of your duties over a prolonged period, the company reserves the right to terminate your employment or vary the terms and conditions over a given period.
13. You will not enter into any speculation or become interested in any business or do any trading in your own account without receiving permission in writing from the Company.
14. You will be bound to observe the rules of the office discipline and/or other instruction in force from time to time, to the entire satisfaction of your superiors. The company may terminate you without any notice in case of misconduct, breach of trust, loss of confidence, insubordination or for a similar cause.
15. The rules of the company governing all the benefits mentioned above, working hours etc. are subjected to change without any prior notice.
16. If you remain unauthorized absent for more than 8 consecutive working days or absent beyond the period of leave originally granted, it is deemed that you have lost your employment with the company.
17. All documents, plans drawings, photos, reports, statements, formula, correspondence. etc. and also information and instructions that passed through you or come to your



*[Signature]*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

***Callidus Research Laboratories Pvt. Ltd.***

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
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knowledge will be treated as confidential and you will bound to keep them secret and will not divulge or pass over them to anyone except to rightful discharge of your duties assigned by the company.

18. The remuneration and other terms of your engagement shall not be disclosed to the other members of staff of this company and to any other persons with the exception of close relatives.

19. You will keep us informed any change of your residential address or civil status.

20. You will retire from the services on attaining the age of 58 years.

21. Your services are governed by the rules and regulations of the company.

Please confirm and signify your acceptance of the terms and conditions stated above by signing duplicate copy of this letter. This offer is conditional upon your complying with the following.

We hereby welcome you for a long & happy association.

For, Callidus research laboratories.

  
Authorized Signatory




I, accept appointment on the terms and conditions as detailed above by.

Signature:

Date:



  
Dr. B. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

*Callidus Research Laboratories Pvt. Ltd.*

Plot No. PAP-A-29/1, Chakan Industrial Area Phase IV, Village - Nighoje, Tal. Khed, Dist. Pune - 410 501. Maharashtra. (India)  
Tel : + 91 - 8552036333, E-mail : info@calliduslabs.com, Website : www.calliduslabs.com

**STRICTLY PRIVATE & CONFIDENTIAL**

Date:- 15/11/2024

To,

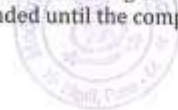
**Miss. Vaishnavi Dadarao More**  
Vaishnavi Niwas,  
Hanuman Housing Society No-2,  
Tamhanewasti Chikli Pune -411062

**APPOINTMENT LETTER**

Dear Miss. Vaishnavi More

This has reference to your application and the subsequent discussions you had with us w.e.f. 18<sup>th</sup> November 2024 with following employment terms and conditions:


1. **Position:** You are being appointed as "Assistant Buyer".
2. Your Appointment is at our client at **Monlom India Pharma Private Limited**, Hinjawadi Unit Address- 3<sup>rd</sup> Floor, TCG, CSF building, International Biotech Park, Genesis Square, Hinjawadi Phase II, Pune, 411004.
3. Your appointment is subject to your being medically fit at all times.
4. **Compensation and Benefits:** You will receive compensation of **Rs. 2,48,521/-** per year, in words: Two Lacks Forty Eight Thousand Five Hundred and Twenty One Rupees per annum as outlined in attached Annexure-1. Income Tax or any other statutory deductions will be done at source. You will be eligible for leave and other such benefits in accordance with the Company's rules and regulations.
5. **Posting & Transfer:** Your place of work, in the first instant, is as indicated above. However, you can be transferred temporarily or permanently for duty anywhere in India, depending upon the needs of the organization. Your service may be transferred to any office of the Company or its associate organizations in India depending upon the exigencies of work. You will be governed by the transfer rules prevailing in the company at any given point of time.
6. **Probation:** You will be on probation for a period of 6 months, from your date of joining, after which your performance will be appraised. You will be confirmed in your appointment in writing on successful completion of the said probationary period. It may get extended by further period of 6 months if your performance is not found satisfactory. If no confirmation is made in writing at the end of the probationary period, it will be deemed to have been extended until the company confirms you in writing.



*(Signature)*  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

7. **Notice period:** In Probation or After Confirmation, either party, by stating their intention to do so, in writing may terminate this employment at any time, provided that at least one months' notice or salary in lieu thereof is given.
8. However, in the event of your being guilty of misconduct or inattention or negligence in the discharge of your duties or in the conduct of the Company's business, or such misdemeanor which is likely to affect, or affects the reputation of the Company's working or of any breach of the terms and conditions herein, the Company reserves its right to terminate your services at any given point of time, with immediate effect, without any compensation or notice.
9. **Date of Birth:** The date of birth declared by you is 01/09/2002 and you will be bound by such date of birth in all service matters with the Company.
10. **Retirement Age:** You will retire from the services of the Company on attaining the age of 58 years.
11. You will treat matters pertaining to the Company's business interests with utmost confidentiality and such confidentiality has to be maintained during your employment with the Company and thereafter.
12. During your services with the company, you will be governed by the rules and regulations in respect to conduct & discipline and other matters as may be framed by the company from time to time.
13. You will undertake, that while in the employment with our client, for a period of 12 months after separation from the Company, for any reason whatsoever, you will:
- I. Keep confidential and not disclose to any unauthorized persons
    - (a) Company's and Client's information, business and financial interests,
    - (b) Company and Client's intelligence, consisting of sensitive research, either acquired or in the process of being carried out
    - (c) Technical capability and
    - (d) Commercial intelligence disclosed to you and/ or acquired by you in the course of your employment
  - II. Not employ, use and/ or engage the confidential information for any purposes other than the business of the and Client's only during the course of your employment with the Company.
  - III. Not seek or obtain employment or consultancy directly or indirectly with any other Company entity/ organization or their associates/ affiliates, which is in competition with TSPL Group.
  - IV. Solicit or endeavor to entice any employee or person involved, directly or indirectly, from any of the Company's and Client's operations.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



14. You are employed in the Company full time. You will not be employed by any other Company and Client's or offer your services with or without pay to any physical person, legal entity or public authority or to be occupied in your own business without the prior written permission of the Company.
15. Amendments to the above terms and conditions, if any will be made in writing.
16. During the tenure of the employment, you are the employee of TSPL, and you are not any rights to claim as a Permanent employment to our clients. You cannot claim any charges to our client.
17. This letter of appointment will be governed by the laws of India and only the Courts at Pune will have the exclusive jurisdiction for any matters arising under this contract of employment. Any dispute in respect of any issues arising out of this contract will be taken up only with the judicial or quasi-judicial authorities within the territorial jurisdiction of the State you are deployed in.
18. Please sign and return the duplicate copy of this letter of appointment (initialing each page) as a token of your having accepted the above terms and conditions.

Wish you all the very best in your new assignment.

Thanking You.

Yours faithfully

**For Talentcorp Solutions Pvt Ltd**

Kishor More  
BU Head

Accepted & Agreed

Sing:.....  
Name: **Vaishnavi More**



  
S. H. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**ANNEXURE-1**

**TALENTCORP SOLUTIONS PVT LTD**

203, 2nd Floor, Kedar Empire, Above Bajaj Showroom, Karve Road, Erandawane,  
Pune 411 038

CLIENT: MONOLOM INDIA PHARMA PVT LTD, HINJWADI, PUNE

Name of Employee	Vaishnavi More	
Designation	Assistant Buyer	
Department		
<b>OFFERED CTC PER YEAR</b>		
<b>Fixed Gross Salary Break-up</b>	<b>Monthly Gross Salary in Rs</b>	<b>Annual Gross Salary in Rs</b>
BASIC	15000	180000
DA	1511	18132
H.R.A.	826	9907
Monthly Bonus	833	9996
<b>Total Gross Salary</b>	<b>18170</b>	<b>218035</b>
<b>OVERALL COST TO COMPANY</b>		
<b>Statutory + Benefits CTC Break-up</b>	<b>Sub - Monthly CTC in Rs</b>	<b>Sub - Annual CTC in Rs</b>
PF Employer's Contribution 13%	1950	23400
ESI Employer's Contribution 3.25%	591	7086
GPA	0	0
Mediclaime	0	0
LTA	0	0
<b>Total Statutory + Benefits CTC</b>	<b>2541</b>	<b>30486</b>
<b>Total Take Home Salary</b>	<b>16033</b>	<b>192396</b>
<b>Total Overall Cost to Company</b>	<b>20711.00</b>	<b>248521.00</b>

For TALENTCORP SOLUTIONS PVT LTD

BU Head



  
Dr. M. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



December 18, 2024

Valbhav Shivaaji Mali  
Sai Samruddhi Flat No: 102 D Wing  
Adarsh Nagar Dighi Pune ,Maharashtra -  
411015

**OFFER OF APPOINTMENT**

Dear Valbhav ,

This is in reference to the interview and discussions you had with us. We are pleased to offer you the position of "Junior Research Associate" under the grade of "Professional" in level "P0" in "Synthesis - Chemistry Solutions" of our organization and you will be based at **Mallapur, Hyderabad**.

Your Annual Cost to Company (CTC) will be **INR. 3,60,000/-** (Rupees Three Lakhs Sixty Thousand per annum only), detailed CTC breakup is given in Annexure.

You will be on Probation for the first **6 months** and during this period either party can terminate the service by giving one month's notice and thereafter three months' notice in writing, subject to the terms of the Service Agreement.

The Service agreement is for a period of **36 months**. In case of breach of contract, you will be liable to pay **2 months** last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before **Dec 23, 2024**, failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo a pre-employment medical checkup before the date of your joining.

Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks may be required as per the company policy.
3. Submission of all the following documents at the time of joining:
  - i. Relieving letter and service certificate from current employer
  - ii. Last 3 months pay slips,
  - iii. Form-16 if applicable
  - iv. Four copies of your latest passport size photographs
  - v. Copies of all Service certificates from past employment
  - vi. Copies of all the educational certificates
  - vii. PAN Card
  - viii. Aadhar Card

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.

**Suresh Anubolu**  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure

Salary Structure – Vaibhav Shivaji Mali

Salary Components	Per Month (INR.)	Per Annum (INR.)
<b>A. Gross Salary</b>		
Basic	9,733	1,16,792
HRA	3,893	46,717
Special Allowance	10,706	1,28,471
<b>Gross Salary (A)</b>	<b>24,332</b>	<b>2,91,980</b>
<b>B. Retiral &amp; Other Benefits</b>		
Provident Fund	1,800	21,600
Statutory Bonus	1,947	23,359
Group Medical Insurance Premium	1,453	17,440
Gratuity	468	5,618
<b>Benefits (B)</b>	<b>5,668</b>	<b>68,020</b>
<b>Total Cost to Company (A+B)</b>	<b>30,000</b>	<b>3,60,000</b>

1. PF & Group Medical Insurance mentioned are employer's contribution.
2. Statutory Bonus & Gratuity is an annualized amount and payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policy.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED,

Suresh Anubolu  
Chief Human Resources Officer

I accept the offer of appointment on the above terms,

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



December 18, 2024

**Varsha Sunil Powar**  
Swami Vihar , D Wing , Kalas  
Nagar , Kalas Pune , Maharashtra -  
413104

**OFFER OF APPOINTMENT**

Dear Varsha ,

This is in reference to the interview and discussions you had with us. We are pleased to offer you the position of "Junior Research Associate" under the grade of "Professional" in level "P0" in "Synthesis - Chemistry Solutions" of our organization and you will be based at Mallapur, Hyderabad.

Your Annual Cost to Company (CTC) will be INR. 3,60,000/- (Rupees Three Lakhs Sixty Thousand per annum only), detailed CTC breakup is given in Annexure.

You will be on Probation for the first 6 months and during this period either party can terminate the service by giving one month's notice and thereafter three months' notice in writing, subject to the terms of the Service Agreement.

The Service agreement is for a period of 36 months. In case of breach of contract, you will be liable to pay 2 months last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment.

Please note that you are required to join the organization on or before Dec 23, 2024, failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo a pre-employment medical checkup before the date of your joining.

Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks may be required as per the company policy.
3. Submission of all the following documents at the time of joining:
  - i. Relieving letter and service certificate from current employer
  - ii. Last 3 months pay slips.
  - iii. Form-16 if applicable.
  - iv. Four copies of your latest passport size photographs
  - v. Copies of all Service certificates from past employment
  - vi. Copies of all the educational certificates
  - vii. PAN Card
  - viii. Aadhar Card

Please sign and return the duplicate copy of this letter as a token of your acceptance of this offer.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.

**Suresh Anubolu**  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Registered & Corporate Office  
Aragen Life Sciences Limited  
28A, IDA Nacharam, Hyderabad-500076, India  
T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTC035826



**Dr. P. D. Chaudhari**  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Annexure

Salary Structure – Varsha Sunil Pawar

Salary Components	Per Month (INR.)	Per Annum (INR.)
<b>A. Gross Salary</b>		
Basic	9,733	1,16,792
HRA	3,893	46,717
Special Allowance	10,706	1,28,471
<b>Gross Salary (A)</b>	<b>24,332</b>	<b>2,91,980</b>
<b>B. Retiral &amp; Other Benefits</b>		
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Statutory Bonus	1,947	23,359
Group Medical Insurance Premium	1,453	17,440
Gratuity	468	5,618
<b>Benefits (B)</b>	<b>5,668</b>	<b>68,020</b>
<b>Total Cost to Company (A+B)</b>	<b>30,000</b>	<b>3,60,000</b>

1. PF & Group Medical Insurance mentioned are employer's contribution.
2. Statutory Bonus & Gratuity is an annualized amount and payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTU and EDLI Policy.

Yours Sincerely  
For ARAGEN LIFE SCIENCES LIMITED.

Suresh Anubolu  
Chief Human Resources Officer

I accept the offer of appointment on the above terms.

Signature of the candidate: \_\_\_\_\_

Date: \_\_\_\_\_

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



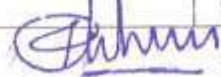
Registered & Corporate Office  
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T: +91 40 6692 9999 F: +91 40 6692 9900  
W: aragen.com CIN: U74999TG2000PTCD35826

## MODERN COLLEGE OF PHARMACY, NIGDI, PUNE-44

### Training & Placement Placement Report Academic Year 2023-2024

Sr.No	Name of the Student	Name Of Organization	Designation	Salary LPA
1	Dr. Nitesh Agrawal	Apollo Hospital, Mumbai	Clinical Pharmacologist	2.2 -2.5 L
2	Dr. Gaurav Memane	Sahyadri Hospital, Nasik	Clinical Pharmacologist	3-3.2 L
3	Dr. Atharva Nanday	Jupiter Hospital, Pune	Clinical Pharmacologist	3-3.2 L
4	Dr. Shiva Khanal	Bharati Hospital, Pune	Clinical Pharmacologist	2.5-2.8 L
5	Dr. Abhishek Khaire	Apollo Hospital, Mumbai	Clinical Pharmacologist	2.2 -2.5 L
6	Dr. Esha Patel	Biosphere Clinical Research Pvt.Ltd	Regulatory Affairs Executive	4-4.2 L
7	Dr. Ashwini Vare	Aster Aadhar Hospital, Kolhapur	Clinical Pharmacologist	2.5-2.8 L
8	Dr. Harshal Jadhav	KIMs Manavta Hospital, Ngar	Clinical Pharmacologist	4-4.2 L
9	Dr. Sujata Thokal	D.Y.Patil hospital & Research Center, Pune	Clinical Research Coordinator	2.5-2.8 L
10	Dr. Akash Mahamuni	VishwaRaj Hospital, Ngr	Clinical Pharmacologist	2.5-2.8 L
11	Dr. Rachita Ransubhe	Advantmed India LLP, Gujarat	Medical Coder	1.8-2 L
12	Dr. Shubham Kudale	Advantmed India LLP, Gujarat	Medical Coder	1.8-2 L
13	Dr. Swapnil Ghatule	Advantmed India LLP, Gujarat	Medical Coder	1.8-2 L
14	Dr. Vedant Patil	D.Y.Patil College of Pharmacy, Kolhapur	Assistant Professor	3.5-4 L
15	Dr. Satyawan Kumbhar	Modern College of Pharmacy, Nigdi	Assistant Professor	2.5-2.8 L
16	Dr. Sumedha Savane	M.G.M Hospital, Mumbai	Clinical Pharmacologist	2.5-2.8 L
17	Dr. Shraddha Nachane	Beaver Life Sciences, Pune	Project Manager	3.5-4 L



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

18	Dr. Shweta Kendre	Bharati Vidyapeeth College of Pharmacy, Mumbai	Assistant Professor	4.2-4.5 L
19	Dr. Vaishnavi Chavan	KLE Medicover Hospital	Clinical Pharmacologist	2.5-2.8 L
20	Dr. Sumeet Udawant	Jehangir Hospital, Pune	Clinical Pharmacologist	2.5-2.8 L
21	Dr. Divya Hagawane	ICMR, Pune	Study Product Coordinator in Clinical Trials	4.5-5 L
22	Dr. Pratiksha Bhoite	Nobel Hospital, Pune	Clinical Pharmacologist	2.5-2.8 L
23	Dr. Aparna Awhad	Bharati Hospital, Pune	Clinical Pharmacologist	2.5-2.8 L
24	Dr. Jagruti Yenpure	Pulmocare Research & Education Organization, Pune	Respiratory Research Project Coordinator	3.5-4 L
25	Dr. Vaishnavi Panchariya	Care CIIGMA Hospital, Aurangabad	Clinical Pharmacologist	3.8-4 L

*M.Khaparde*

Pharm D T&P Coordinator

Dr Mayuri Khaparde

*P.D. Chaudhari*

Principal

Dr.P.D.Chaudhari





Sr.no	Name of student placed and contact details	Contact Details of Students	Program graduated from	Name of employer	Name of the employer with contact details	Pay package at appointment	Year
1	Nitresh Agrawal	7397956944	Pharm D	Apollo Hospital, Mumbai	223 3503 350	2.4 LPA	2024
2	Gaurav Memane	9370334297	Pharm D	Sahyadri Hospital, Nashik	224 3503 350	3.0 LPA	2024
3	Atharva Nanday	9130043003	Pharm D	Jupiter Hospital, Pune	020 2799 2799	3.0 LPA	2024
4	Shiva Khanal	9503895945	Pharm D	Bharati Hospital, Pune	020 40555555	2.5 LPA	2024
5	Abhishek Khaire	9604043746	Pharm D	Apollo Hospital, Mumbai	223 3503 350	2.4 LPA	2024
6	Esha Patel	9765407975	Pharm D	Biosphere Clinical Research Pvt Ltd,	098339 55150	4.0 LPA	2024
7	Ashwini Vare	8208454385	Pharm D	Aster Aadhar Hospital, Kolhapur	2031 662 2555	3.0 LPA	2024
8	Harshal Jadhav	9975917321	Pharm D	KIMS Manavta Hospital, Nashik	0253 666 11 11	2.1 LPA	2024
9	Sujata Thokal	8668686584	Pharm D	D.Y.Patil Hospital, Pune	020 6711 6499	1.8 LPA	2024
10	Akash Mahamuni	9604932371	Pharm D	VishwaRaj Hospital, Pune	020 6760 6060	2.5 LPA	2024
11	Rachita Ransubhe	7038785850	Pharm D	Advantmed India LLP	079 2970 1988	3.0 LPA	2024
12	Shubham Kundale	9545839801	Pharm D	Advantmed India LLP	079 2970 1988	3.0 LPA	2024
13	Swapnil Ghatule	8805970801	Pharm D	Advantmed India LLP	079 2970 1988	3.0 LPA	2024
14	Vedant Patil	7775935110	Pharm D	D.Y.Patil College of Pharmacy, Kolhapur	0231 260 1235	3.5 LPA	2024
15	Satyawan Kumbhar	9588616756	Pharm D	Modern College of Pharmacy	020 2766 1315	3.36 LPA	2024
16	Sumedha Savane	9370410882	Pharm D	MGM Hospital, Mumbai	022 5066 6777	2.5 LPA	2024
17	Shraddha Nachane	9689868044	Pharm D	Beaver Lifesciences, Pune	9175869672	3.2 LPA	2024
18	Shweta Kendre	7507318236	Pharm D	Bharati Vidyapeeth, Mumbai	022 2757 2140	4.4 LPA	2024
19	Vaishnavi Chavan	9307677268	Pharm D	KLE Medicover Hospital	040 6833 4455	2.5 LPA	2024
20	Sumeet Udawant	7083672847	Pharm D	Jehangir Hospital, Pune	020 6681 9999	2.5 LPA	2024
21	Divya Hagawane	9067996360	Pharm D	ICMR, Pune	020 6711 6499	4.36 LPA	2024
22	Pratiksha Bhoite	9970937399	Pharm D	Nobel Hospital, Pune	022 69315555	2.5 LPA	2024
23	Aparna Awthad	9765489726	Pharm D	Bharati Hospital, Pune	020 40555555	2.5 LPA	2024
24	Jagruti Yempure	9146317875	Pharm D	PURE, Pune	9922033131	3.36 LPA	2024
25	Vaishnavi Panchariya	9284092518	Pharm D	MGM Hospital, Mumbai	040 6180 6589	3.8 LPA	2024



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## Offer Mail

<mailto:krishna.g@apollopharmacy.org>

**KRISHNANAND G** <krishnanand.g@apollopharmacy.org>  
To: GAURAV MEMANE <memane.gaurav93@gmail.com>

Wed, 3 Jul, 2024 at 2:27 pm

Dear Gaurav,

With reference to your interview, we are glad to inform you that you are selected for the post of "Clinical Pharmacist". You will be paid the Gross Salary of Rs. 20,000/- per month. The salary break up and detailed appointment letter you will get post your joining.

Please send a copy of acceptance by return mail within 24 hrs of working. We are delighted to have you on board soon.

Your pre-employment health checkup has been scheduled on **08-Jul-24**. You can join us on or before **12 Jul, 2024**. Your joining will be on your medical fitness.

You have to submit following documents towards your joining (2 Sets)  
All academic mark sheets (Starting from SSC to Diploma / Degree)  
Copy of Pan Card and Aadhar card  
Current Address proof  
College leaving certificate  
Copy of cancel cheque of Passbook  
Copy of Front and Back side of License (Along with original)  
Experience Letter / Internship Letter (If any)

All the best!!

Warm Regards  
Kriehna Gupta

**GAURAV MEMANE** <memane.gaurav93@gmail.com>  
To: krishnanand.g@apollopharmacy.org

Thu, 4 Jul, 2024 at 1:00 pm

Good afternoon sir  
Thank you for giving the opportunity  
I accepted this offer letter  
Please mention the increment in this letter  
Also I am not doing the right step please consider this request

Respectfully,  
Gaurav Memane



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Jupiter Hospital

Patient First

15<sup>th</sup> July 2024

Ref: JH/HR/2024-25/3088

To,  
Mr. Atharva Nanday  
Pune.

## Offer Letter

This has reference to the personal interview and the subsequent discussions we had regarding your employment at Jupiter Hospital, Pune.

We are pleased to offer you the role of "Clinical Pharmacologist Clinical Pharmacology" (Band-2 Grade-L2) on a consolidated remuneration of Rs. CTC per month subject to applicable taxes.

The detail of break-up of your salary structure shall be conveyed to you along with your appointment letters.

Please provide the original documents at the time of joining for verification. You are required to maintain confidentiality & secrecy of this offer failing which this offer stands withdrawn.

You are required to join on or before 15<sup>th</sup> July, 2024 and report for duty at 9.30 am and this offer letter is effective until the committed date of joining.

Wishing you a long and rewarding association with Jupiter Hospital.

Thanking you,

For, Jupiter Lifeline Hospital Ltd., Pune

Ganesh Deshpande  
General Manager- HR

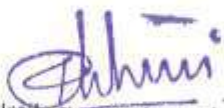


### ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood the above terms & conditions and hereby signify my acceptance of the same.

Signature:

Date:

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Phone: Pune - 411 044  
Fax: 2791 2746  
Web: www.jupiterhospital.com



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



BHARATI VIDYAPEETH'S  
**BHARATI HOSPITAL**  
AND RESEARCH CENTRE  
PUNE

**DR. SHIVA KHANAL**

**Clinical Pharmacist**

EMERGENCY NO : 9503895945

BLOOD GROUP : B+

DATE OF BIRTH : 30-06-1999



EMPLOYEE NO : 7567



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**BHARATI HOSPITAL & RESEARCH CENTER**  
PUNE SATARA ROAD, DHANKAWADI, PUNE-411043.

Payslip for the month Oct - 2024

Emp Code: 7507 Employee Name: Khanal Shiva Lakman  
Department: Clinical Pharmacy Department Designation: Clinical Pharmacist Joining Date: 15-Oct-2024  
PF No: UAN No:  
Days Paid: 16.00 Days Present: 14.00 W.Off/Pd.Off: 2.00 / 0.00 LWP/Absent: 0.00 / 0.00  
OL: 0.00

Earnings	Gross Amount		Deductions & Recoveries		Gross Amount	
BASIC	6200.00	3200.00	PROV. FUND		1705.00	880.00
D.A.	8000.00	4134.00	P. Tax		200.00	200.00
H.R.A.	1421.00	711.00	ESD		2400.00	2400.00
WASH ALLOW.	1000.00	516.00				
City Allow.	1500.00	774.00				
Other Allowance 1	4870.00	2514.00				
<b>Amount Total :</b>	<b>23000.00</b>	<b>11871.00</b>	<b>Amount Total :</b>		<b>4305.00</b>	<b>3480.00</b>
			<b>Net Pay :</b>			<b>8391.00</b>

Net Pay: Eight Thousand Three Hundred Ninety One Rupees

Bank Name:

Bank Account No:

This is a computer generated statement which does not require any signature



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



DR. P. D. CHAUDHARI'S  
**BHARATI HOSPITAL**  
RESEARCH CENTRE  
PUNE

**DR. APARNA AWHAD**

**Clinical Pharmacist**

**EMERGENCY NO : 9765489726**

**BLOOD GROUP : A+**

**DATE OF BIRTH : 28-03-2001**



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Offer Letter for the position of Regulatory Affairs Executive.



Inbox



Biosphere HR 18:02

to me ▾



**Dear Ms. Esha Patel,**

Thank you for attending an interview on 26th June 2023  
at **Biosphere Clinical Research Pvt. Ltd.**

We are happy to inform you that you have been selected to  
work with **Biosphere Clinical Research Pvt Ltd** as a  
"**Regulatory Affairs Executive** "

**Job Location:** Thane, Mumbai.

Your cost to the company (CTC) will be **INR 3,60,000/-per  
annum.**

Please let me know that you have received and accepted  
our offer by today.

**Could you please confirm the joining date of 15th July  
2023?**

Looking forward to having you as a part of our team.

*(Signature)*  
Principal  
Modern College of Pharmacy





29<sup>th</sup>

**Confidential: Offer Letter – Dr. Ashwini Vare – Clinical Pharmacist – Pharmacy | DOJ – 29th July-2024**

messages

afzal Mangole <afzal.mangole@asterhospital.com>  
ashwinivare101@gmail.com <ashwinivare101@gmail.com>  
Prasad Dilip Kulkarni <prasad.kulkarni@asterhospital.com>, Mrunmayi Chavan <mrunmayi.chavan@asterhospital.com>

Mon, Jul 22, 2024 at 1:34 PM

Dear Dr. Ashwini,

We thank you for being part of various rounds of interviews that you attended with our team. We are pleased to inform you that basis your interview rounds and our discussion, you have been shortlisted for **Clinical Pharmacist** in our **Clinical Pharmacy Department**.

Please find the below offer. Kindly go through the same and share acknowledgment /acceptance of the offer made to you. Acceptance of offer from your end will enable us to initiate an online offer which will be sent to you vide a link on your personal email id available in our records (information referred to your CV available with us during the interview process).

1. Basis acceptance of offer, we expect below from you **at the earliest**:
2. Tentative date of joining - 29-07-2024
3. Resignation mail/letter copy that will be submitted to your current employer(if any)
4. Followed by resignation mail/letter acceptance within **2 to 3 days** from resignation mail/letter to your current organization (If applicable)

Dr. Ashwini Vare		
Clinical Pharmacist		
Salary Components	Monthly	Annually
Basic + DA	12910	154920
HRA	646	7752
Special	11444	137328
<b>Gross Salary (A)</b>	25000	300000
<b>Benefits B</b>		
Employer PF	1597	19164
<b>Total Benefits (B)</b>	1597	19164
<b>Total CTC (A+B)</b>	26597	319164

In addition to the above compensation, you will be also eligible for:

- Group Medical Insurance Group Accident Insurance
- Gratuity
- Hospital Discount (On OPD and other)
- Concession facility on subsidized rates



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Regards,

Afzal Mangole  
Assistant Manager  
Human Resource



Aster Adhar Hospital - Kolhapur  
R. S. No. 628, B Ward, Near Shastri Nagar  
Near KMT Workshop, Kolhapur, Maharashtra 416012,  
India

T : + 91 231 662 2555

M : + 91 9607869004

E : [afzal.mangole@asterhospital.com](mailto:afzal.mangole@asterhospital.com)

[www.asteradhar.com](http://www.asteradhar.com)



DISCLAIMER: The contents of this e-mail and any attachment(s) are confidential and intended for the named recipient(s) only. E-mail transmission is not guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or may contain viruses in transmission. The e-mail and its contents (with or without referred errors) shall therefore not attach any liability on the originator or Aster DM Healthcare or its affiliates. Views or opinions, if any, presented in this email are solely those of the author and may not necessarily reflect the views or opinions of Aster DM Healthcare or its affiliates. Any form of reproduction, dissemination, copying, disclosure, modification, distribution and / or publication of this message without the prior written consent of authorized representative of Aster DM Healthcare is strictly prohibited. If you have received this e-mail in error please delete it and notify the sender immediately. Before opening any email and/or attachments, please check them for viruses and other defects.

shwini Vare <[ashwinivare101@gmail.com](mailto:ashwinivare101@gmail.com)>  
o: Afzal Mangole <[afzal.mangole@asterhospital.com](mailto:afzal.mangole@asterhospital.com)>

Mon, Jul 22, 2024 at 6:22 P

Respected Sir,

I am writing to express my gratitude and excitement for offering me the Clinical Pharmacist position in the Clinical Pharmacy Department. I am thrilled to accept the offer and join the team.

I have reviewed the offer and am pleased to accept the terms. I confirm my willingness to join on the tentative date of July 29, 2024. Please proceed with sending the online offer link to my personal email ID, and I will complete the necessary formalities at the earliest.

Thank you once again for this opportunity. I look forward to joining the team and contributing to the success of the organization.

Sincerely,  
Dr. Ashwini Vare

[Content text hidden]



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



23.09.2024  
HCGMCC/FORM/HR/26/R-0

To,  
Harshal Nandu Jadhav  
S/O: Nandu Pundalik Jadhav, Nandur Madhmeshwar Road, Dindori, Shivare, Nashik,  
Maharashtra- 422303.

**"Letter of Probationary Appointment"**

Dear Harshal Nandu Jadhav

Congratulations!!!

This has reference to your application for employment in our company. We are pleased to appoint you as "Clinical Pharmacist" at our HCG Manavata Oncology LLP, Nashik with effect from 23.09.2024 on the following terms and conditions:

**1. Salary:**

You will be eligible for monthly CTC of Rs. 25000 /-

**2. Probation Period:**

You will be on probation for a period of Twelve Months from the date of your appointment which if deemed necessary may be extended.

**3. Leave**

Your leave entitlement will be in accordance with the LLP rules applicable from the time to time.

**4. Employees Service Rules:**

You shall abide and be bound by the employee's service rules as these service rules shall form part of this contract of employment. You will also carry out and abide by any instruction, house rules and office orders issued by the management from time to time. Your appointment and continuation in service is subject to satisfactory verification of your credentials, testimonials etc. and not having concealed any material information from us or having given false information in your application.

**5. Other work:**

During your tenure you shall devote yourself exclusively to the business of the LLP. You will not take up any other work for any remuneration/Salary (Part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any other trade or business, during this period, without written permission from the Director of the LLP.

**6. Transfer:**

During your employment with the LLP, the LLP may, at any time, at its sole discretion station you in any other location. The LLP shall also be entitled at any time to transfer you to any of its affiliates, subsidiaries or sister companies with or without any changes to the terms and conditions and you shall comply with all directions and instructions in that regard.

**HCG Manavata Oncology LLP**

Behind Shivang Auto, Mumbai Naka, Nashik - 422001 Ph- 0253-666 11 11  
unit2@manavatacancercentre.com | www.manavatacancercentre.com

Dr. P. D. Chaudhari

Principal

Modern College of Pharmacy

Nidgi, Pune - 411044





**D. Y. PATIL EDUCATION SOCIETY  
(DEEMED TO BE UNIVERSITY),  
KOLHAPUR**

(Dedicated Act 3 of the UGC Act 1956 vide Notification No. F.B-36/2004-U.3 dt. 01-09-2005 of the GOI)  
**Dr. V.V. Bhosale** Registrar **NAAC 'A' Grade in 3<sup>rd</sup> Cycle**  
 No. DYPES/OU/2024/2555 Date: 21-08-2024

To,  
 Mr. Vinod Patil

**Sub: Appointment to the post of Assistant Professor in D. Y. Patil College of Pharmacy, Kolhapur.**

Sir,

I am directed to inform you that the management is pleased to appoint you as Assistant Professor in D. Y. Patil College of Pharmacy, Kolhapur on consolidated pay of \_\_\_\_\_ per month with immediate effect for a period of eleven months. Your appointment is subject to the following terms and conditions:

- Your services will be governed by the Memorandum of Association, Bye-laws, Code of Conduct, Service Conditions etc. laid down by the university, from time to time.
- You will be eligible for one C.I. per month only.
- You will work at D. Y. Patil College of Pharmacy, Kolhapur and shall carry out all the work allotted to you in the unit/department.
- You shall be on call duty as allotted by Principal on the days and shall not leave the premises at any cost.
- You will also undertake any other work as directed by Principal.
- You will not conduct or engage yourself in any private tuitions or private coaching classes and will not hold any office of profit.
- You will not engage yourself in any other job (part-time, part-time or otherwise), during the continuance of your service.
- You will submit your joining report through the Principal.
- You will have to give a month notice or one-month salary in lieu of notice to the University if you are resigning the job.
- Your reappointment in the services you will have to apply fifteen days before completion of contract period through proper channel.
- You shall have to publish at least two research papers in IJGC/Insd/Scopus index/PLoSMD/ Web of Science journal as first/second/corresponding author every year.

Yours faithfully,  
  
 REGISTRAR

Copy to: 1) The Principal, Pharmacy College, Kolhapur  
 2) Accounts Section

Address : 809, E, D.Y.Patil Vidyanagar, Kasaba Bawada, Kolhapur - 415 006 (Phone : (0231) 2591438  
 (0231) 2501665 | Email : info@dyptatkolhapur.org | Website : www.dypatkolhapur.org





**Dr. P. D. Chaudhari**  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



Comment



Highlight



Draw



Text



Fill & Sign More tools



Name: Harshal Nandu Jadhav

Employee Id: 129042

Department: Pharmacy

DOJ: 23-November-2024

Designation: Clinical Pharmacologist

UAN: 102137384292

PF No: KDNSK00539250000012052

Present Days: 26

W/O Days: 4

Pan Card: CGCPJ3700J

Absent Days: 0

Payable Days: 30

A/c Number: 002191900032421

Fixed CTC : 25000

Leave Register

Salary Heads

Fixed Salary

Earned Salary

Deduction Heads

Deductions

CL PL

BASIC + DA

16240

16240

PF

1800

HRA

6496

6496

PT

200

Allotted as on Nov-24

1 0

Special Allow

465

465

LWF

0

Gross Salary

23200

23200

TDS

0

Taken

2 0

\*Tea / Snacks

-

210

\*Security Depo

0

\*PBVP

-

0

\*Food / Elec

0

Balance

1 0

\*Arrears

-

0

\*Other

210

\*Bonus

-

0

\*Salary Advance

0

Net Salary: Rs. 21200/-

Total Earning

23410

23410

Total Deduction

2210

\*This is system generated pay slip hence does not require any stamp and signature. Please verify the same with



Dr. D. Y. PATIL MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE

Dr. D. Y. PATIL VIDYAPEETH, PUNE  
(Deemed to be University)

(Accredited (3rd Cycle) by NAAC with a CGPA of 3.64 on a four point scale at 'A++' Grade)  
NABH Accredited Hospital / NABL Accredited Laboratories.  
(An ISO 9001 : 2015 and 14001 : 2015 Certified University)

Dr. P. D. Patil  
Chancellor

Dr. J. S. Bhawalkar  
Dean

Ref. No. : DYPMC/2024/506/1024

Date : 16/07/2024

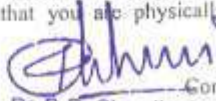
To,  
Miss. Sujata Hanumant Thokal

**Sub:-Appointment to the post of "Clinical Research Coordinator" for the PAN-ICMR-  
DegiAll-001 Dengue Vaccine Trial in Dr. D. Y. Patil Medical College, Hospital and  
Research Centre, Pimpri, Pune- 411 018.**

I am pleased to inform you that you are appointed as a "**Clinical Research Coordinator**" for the **PAN-ICMR-DegiAll-001 Dengue Vaccine Trial** under Central Research Facility Department in Dr. D. Y. Patil Medical College, Hospital and Research Centre, Pimpri, Pune -411 018, on the following terms & conditions:-

1. Your Job Description is as per attached Annexure-A, which you should read, agree and sign.
2. Your services will be governed as per rules and regulations laid down by the Dr. D. Y. Patil Vidyapeeth, Pimpri, Pune - 411 018 and as may be added, amended/modified by the Vidyapeeth from time to time.
3. Your appointment shall be for the period of **11 months** from **16/07/2024 to 15/06/2025**.
4. You will be paid consolidated salary of **Rs. 15,000/- (Rupees fifteen Thousand Only)** per month.
5. Your appointment and salary shall be subject to approval by the Dr. D. Y. Patil Vidyapeeth, Pimpri, Pune - 411018, as the case may be.
6. Your appointment is purely contractual and will automatically come to an end on the expiry of the period of contract and in any such event, you shall not claim any right to be continued in the services thereafter. You shall not claim to be a regular/permanent employee of the institute at any time during the period of this contract or after termination thereof, in any manner whatsoever, and shall not claim automatic reappointment to the said post after expiry of the period of contract and you will not be eligible for any retirement benefit.
7. You shall submit the original as well as certified true copies of relevant testimonials such as Birth date Certificate, Mark Sheets, Experience Certificate, Discharge/Relieving Certificate, Last Pay Certificate, Caste Certificate, Two passport size photographs, Character Certificate from two eminent persons, one of them should be a government Gazette Officer, Change of Name Certificate (if any) etc. before joining your duties.
8. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for employment on the staff of the Vidyapeeth.



  
Contd: P -  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

9. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Dean. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given, shall be deemed to have acknowledge duly signed by you.
10. You will not engage yourself in any other job paid full time, part time or otherwise, during the continuance of your services, without the permission of the competent authority/Management.
11. Your appointment shall be terminated without any notice and without assigning any reason.
12. In case you would like to leave the job; you shall have to give one month's notice, or one month's salary in lieu of notice period.
13. Your appointment is subject to the administrative requirement of the Institute and may be discontinued if the need decreases by the significant degree.
14. If you are found absent continuously for more than Eight days without permission, your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment decided by Management as provided for in the Bye-Laws/Rule.
15. During the period of your service, you will not indulge directly or indirectly in such things, which are subversive to the interests of the Vidyapeeth. All information, documents etc. to which you have access during your services with us, are confidential and are property of Vidyapeeth. You will not disclose any such information to any third party, either in the Vidyapeeth or outside nor will you pass on or hand over any such documents to anyone, who is not expected to receive/possess the same.
16. You shall not involve directly or indirectly in any financial matters and matters pertaining to admission of students to the various institutes/ colleges under Vidyapeeth at any stage.
17. Management reserves the right to add, alter, amend or change any of the above conditions in part or in full of due notice.
18. You must communicate your acceptance to the College/ Institute within seven days from the date of receipt of this order of Appointment, failing which your appointment is liable to be cancelled.

Cc to: 1) Personal file  
2) Account Section



**Project Director**

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Ref. VRH/HR/OL/JUN24/68

28 June 2024

To,  
Dr. Akash Rajesh Mahamuni  
Pune, Maharashtra.

**Subject - Offer Letter**

This has reference to the personal interview and the subsequent discussions we had regarding your employment at MAEER'S VishwaRaj Hospital, Pune.

We are pleased to offer you the role of Clinical Pharmacist - Pharmacy department on the remuneration that has been mutually agreed upon.

The detail break-up of your salary structure shall be conveyed to you along with your appointment letter.

Please provide the original documents & a valid Registration Certificate (if applicable) at the time of joining for verification.

This offer is contingent upon the Pre-employment medical checkup, background check and required documentation.

You are required to join on or before 08 July 2024 for duty. In case you do not communicate the acceptance of this offer within two days or do not join duties on the committed date of joining mentioned above the said offer letter shall automatically stand withdrawn.

You are required to maintain confidentiality & secrecy of this offer failing which this offer stands withdrawn.

Wishing you a long and rewarding association with MAEER'S VishwaRaj Hospital, Pune.

For & on behalf of  
MAEER'S VishwaRaj Hospital, Pune

  
Mr. Chetan Thakur  
Manager - Human Resources




Received & Accepted

Signature:

Date:

© Pune-Solapur Road, Near Central Railway Station, Kharadi, Pune - 412201  
☎ 020 6760 6000 | www.vishwarajhospital.com



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



To,  
Rachita Sanjeev Ranasubhe  
Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Rachita,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044.


Looking forward to a long and mutually beneficial career with us.

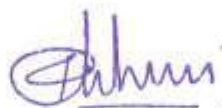
Yours truly,  
Advantmed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature:   
Name: Rachita Sanjeev Ranashubhe  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1**  
**COMPENSATION DETAILS**

Name of Employee: Rachita Sanjeev Ranasubhe  
Designation: Medical Coder  
Band: E1/A1  
Department: Medical Record Review (24\_09)  
Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



*Dr. P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

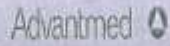
\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Monthly ).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Advantmed India LLP  
103, Pinnacle Business Park, Corporate Road, Prahladnagar, Ahmedabad-380015  
Salary Slip for the month of Sep/2024

Emp. ID: 34501 Employee Name: Rochita Banashtre  
DOI: 22/09/2024 Pay Days: 17  
PAN: FVWPR8613L Present Day: 22  
Department: IND - HR Operations 24031 LWP Days: 3  
Designation: Medical Coder UAN: 10311420807  
Grade: E1 EST No: 371623515  
A/c No: 304010030940678 PF No: CI/IND/1544209/0944

Earnings	Pay Rate	Amount	Deductions	Amount
BASIC	13,233.00	11,612.00	PF	1,429.00
NSA	2,986.00	2,607.00	ESI	208.00
Leave Ench	509.00	453.00	PT	300.00
Other Earn		675.00		
Relocation		11,000.00		
Bonus	1,102.00	991.00		
Total	17,832.00	27,633.00	Total	1,937.00
Net Pay		25,700.00		

In Words Rupees Twenty Five Thousand Seven Hundred Eighty Seven Only

Lea. Type	Op. Bal.	Allocated	Availed	A4	Cl. Bal.	Signature
LEAVE	0.5	1	0	0	1.5	
LWP			3			
SLK	2	0	0	0.0	1.5	
WO			5			

This is computer generated Salary Slip, hence physical signature is not required.

Dr. P. D. Choudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

To,  
Shubham RAJENDRA Kudale  
Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Shubham,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044


Looking forward to a long and mutually beneficial career with us.

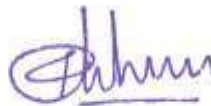
Yours truly,  
Advantimed India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature:   
Name: Shubham RAJENDRA Kudale  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1**  
**COMPENSATION DETAILS**

Name of Employee: Shubham RAJENDRA Kudale  
Designation: Medical Coder  
Band: E1/A1  
Department: Medical Record Review (24\_09)  
Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



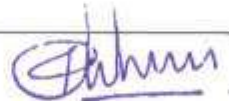
P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

\*Certain components as well as "Other Allowance" will vary basis your selection of Flexi Reimbursements. Other Allowances as specified in this letter shall be categorized into various components like Telephone, Internet, Health Club and Child Education, based on your band/ grade for tax implications and other advantages.

Deductions - Professional Tax, PF, ESIC and TDS will be as per Govt. Rules and Regulations, applicable from time to time.

\*Monthly Performance Bonus Up to INR ₹5,000.00 /- shall be based on Departmental Performance Bonus Policy (Payable Annually).

**Disclaimer:** This letter contains confidential information and is intended for the recipient only, as addressed. If you are not the intended recipient you are notified that disclosing, copying, distributing and/or taking any action in reliance on the contents of this letter is strictly prohibited. You should return this letter to the HR department of Advantmed India LLP immediately.




Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Advantmed

Advantmed India LLP

103, Pinnacle Business Park, Corporate Road, Prahladnagar, Ahmedabad-380015

Salary Slip for the month of Oct/2024

Emp ID	34502	Employee Name:	Swapnil Ghatule
DOJ	22/08/2024	Pay Days	31
PAN	CFIPG7143B	Present Day	25
Department	MRR Quality Assurance 24030	LWP Days	0
Designation	Medical Coder	UAN	102114207519
Grade	E1	ESI No.	3715623532
A/c NO.	924010038645741	PF. No.	GJ/AHD/1544200/6935

Earnings	Pay Rate	Amount	Deductions	Amount
BASIC	13,235.00	13,235.00	PF	1,588.00
HRA	2,986.00	2,986.00	ESI	134.00
Leave Ench	509.00	509.00	PT	200.00
L. US	1,102.00	1,102.00		
<b>Total</b>	<b>17,832.00</b>	<b>17,832.00</b>	<b>Total</b>	<b>1,922.00</b>
<b>Net Pay</b>	<b>15,910.00</b>			
<b>In Words</b>	<b>Rupees Fifteen Thousand Nine Hundred Ten Only</b>			
			<b>Signature</b>	

Lev.Type	Op. Bal	Allot.	Avail.	Encash.	Adj.	Cl. Bal
H			2			
AVE	1.5	1	0	0	0	2.5
SLK	2.5	0	0	0	0	2.5
WO			4			

This is computer generated Salary Slip, hence physical signature is not required.





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

To,  
Swapnil Prabhakar Ghatule  
Thursday, 15 August 2024

## Employment Offer Letter- Full Time

Dear Swapnil,  
Congratulations!!

We are pleased to extend you an offer of Employment based on the interview discussions you had with us. Details of the terms and conditions of offer are as under:

1. Designation: Medical Coder
2. Band: E1/A1
3. Department: Medical Record Review (24\_09)
4. Sub Department: IND - MRR Operations (24031)
5. Place of Reporting: Tower 1, 5th Floor, Infocity, Near Indroda Circle, Gandhinagar
6. Date of Reporting: On or Before Thursday, 22 August 2024
7. Working Days : Monday-Saturday
8. Time of Reporting: 11:00 AM
9. Your Current Shift Timings :Morning Shift 1
10. Compensation: Total compensation of ₹25,000.00 Per Month (TCTC) along with Performance Bonus (PB). Please refer to Annexure 1.
11. Joining Formality: Please refer to Annexure 2.

\*This offer is contingent on your commencing your employment with Advantmed India LLP on Thursday, 22 August 2024 .

By Accepting this offer letter, you expressly agree that you will join on or before DOJ. The terms and conditions of this Offer Letter are valid for 2 working days from the date of releasing this offer letter for acceptance and submission of your resignation email. Detail of your employment will be provided in Appointment Letter, which will be issued to you upon joining.

Once you accept the Employment Offer, you will be subject to Employment Background Verification. For details please see Annexure 3.

Kindly sign a copy of this letter as a token of your acceptance of this offer.



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

Looking forward to a long and mutually beneficial career with us.

Yours truly,  
Advanced India LLP



Girish Gopalani  
Director – Human Resources

I have read the details mentioned in the Offer letter and Annexure. I accept the employment offer and agree to abide by terms and conditions of my employment with the company. I understand that company operates in a 24x7 environment and that will entail working in different shifts and stretched working hours as per company requirements. My Allocated Shift is: (Morning Shift 1- 8:00 AM - 5:30 PM)

Signature: Swapnil Ghatule  
Name: Swapnil Prabhakar Ghatule  
Date: Thursday, 15 August 2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

**Annexure 1**  
**COMPENSATION DETAILS**

Name of Employee: Swapnil Prabhakar Ghatule  
Designation: Medical Coder  
Band: E1/A1  
Department: Medical Record Review (24\_09)  
Sub-Department: IND - MRR Operations (24031)

Total Cost To Company - INR ₹300,000.00 P.A. (Including Performance Bonus)		
Income		
Components	Per Month	Per Annum
Basic Salary	₹13,235.00	₹158,820.00
Leave Encashment	₹509.00	₹6,108.00
HRA	₹2,986.00	₹35,832.00
Other Allowance	₹0.00	₹0.00
<b>Total Gross</b>	<b>₹17,832.00</b>	<b>₹213,984.00</b>
Employer Contribution		
PF	₹1,588.00	₹19,056.00
ESIC	₹580.00	₹6,960.00
<b>Total Employer Contribution</b>	<b>₹2,168.00</b>	<b>₹26,016.00</b>
Employee Deduction		
P.F. (EE)	₹1,588.00	₹19,056.00
ESIC (EE)	₹134.00	₹1,608.00



*(Signature)*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

P.T.	₹200.00	₹2,400.00
Total Deduction	₹1,922.00	₹23,064.00
Net Pay	₹15,910.00	₹190,920.00
Total Fixed compensation	₹20,000.00	₹240,000.00
*Performance Bonus (Monthly)	₹5,000.00	₹60,000.00
Total CTC (Fixed + Performance Bonus)	₹25,000.00	₹300,000.00

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*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

# Advantmed

Advantmed India LLP

103, Pinnacle Business Park, Corporate Road, Prahladnagar, Ahmedabad-380015

Salary Slip for the month of Oct/2024

Emp ID	34502	Employee Name:	Swapnil Ghatule
DOJ	22/08/2024	Pay Days	31
PAN	CFJPG7143B	Present Day	25
Department	MRR Quality Assurance 24030	LWP Days	0
Designation	Medical Coder	UAN	102114207519
Grade	E1	ESI No.	3715623532
A/c No.	924010038645741	PF. No.	G/AHD/1544200/6935

Earnings	Pay Rate	Amount	Deductions	Amount
BASIC	13,235.00	13,235.00	PF	1,588.00
HRA	2,986.00	2,986.00	ESI	134.00
Leave Encl	509.00	509.00	PT	200.00
Bonus	1,102.00	1,102.00		
<b>Total</b>	<b>17,832.00</b>	<b>17,832.00</b>	<b>Total</b>	<b>1,922.00</b>
<b>Net Pay</b>	<b>15,910.00</b>			
<b>In Words</b>	<b>Rupees Fifteen Thousand Nine Hundred Ten Only</b>			
			<b>Signature</b>	

Lev.Type	Op. Bal	Allot.	Avail.	Encash.	Adj.	Cl. Bal
H			2			
LEAVE	1.5	1	0	0	0	2.5
SLK	2.5	0	0	0	0	2.5
WO			4			

This is computer generated Salary Slip, hence physical signature is not required.



*P. D. Chaudhari*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**D. Y. PATIL EDUCATION SOCIETY  
(DEEMED TO BE UNIVERSITY),  
KOLHAPUR**

*(Deemed to be U) of the UGC Act 1956 with Notification No. 39362/04-11/2011, 01.10.2015 of the GOI*  
**Dr. V.V. Bhosale** *NAAC 'A' Grade in 2<sup>nd</sup> Cycle*  
**Registrar**  
 No. DYPE/OU/2024/24-19 Date: 21-08-2024

To,  
 Mr. Vishal Patil

Sub: Appointment to the post of Assistant Professor in D. Y. Patil College of Pharmacy, Kolhapur.

Sir,


I am directed to inform you that the management is pleased to appoint you as Assistant Professor in D. Y. Patil College of Pharmacy, Kolhapur on consolidated pay of \_\_\_\_\_ per month with immediate effect for a period of eleven months. Your appointment is subject to the following terms and conditions:

1. Your services will be governed by the Memorandum of Association, Bye-laws, Code of Conduct, Service Conditions etc. laid down by the university, from time to time.
2. You will be eligible for one C.L. per month only.
3. You will work at D. Y. Patil College of Pharmacy, Kolhapur and shall carry out all the work allotted to you in the unit/department.
4. You shall be on call duty as allotted by Principal on the days and shall not leave the premises at any cost.
5. You will also undertake any other work as directed by Principal.
6. You will not conduct or engage yourself in any private tuition or private coaching classes and will not hold any office of profit.
7. You will not engage yourself in any other job part full-time, part-time or otherwise, during the continuance of your service.
8. You will submit your joining report through the Principal.
9. You will have to give a month's notice or one month salary in lieu of notice to the university if you are resigning the job.
10. For reappointment in the services you will have to apply fifteen days before completion of contract period through proper channel.
11. You shall have to publish at least two research papers in UGC listed/Scopus Index/PUBMED/Web of Science journal as first/second/corresponding author every year.

Yours faithfully,  
  
 REGISTRAR

Copy to: The Principal, Pharmacy College, Kolhapur  
 To: Accounts Section

Address : 865, E. D. Y. Patil Vastanagar, Kasaba Bawada, Kolhapur - 416 001 | Phone : (0231) 290436  
 ☎ (0231) 2661551 Email : info@dypatilkolhapur.org | Website : www.dypatilkolhapur.org



**Dr. P. D. Chaudhari**  
 Principal  
 Modern College of Pharmacy  
 Nidgi, Pune - 411044



Comment Highlight Draw Text Fill Color More tools





Progressive Education Society's

## MODERN COLLEGE OF PHARMACY, PUNE

(Permanently Affiliated to Savitribai Phule Pune University - AISHE CODE C-42167)  
(Approved by Pharmacy Council of India, Directorate of Technical Education, Mumbai, MS)  
DST FIST Funded College, NAAC - A+ Grade with CGPA 3.47 and NBA Accredited



Rank amongst top 100 Pharmacy  
College by NIRF, New Delhi

Best College Award by Savitribai Phule  
Pune University, Pune

Approved under Section (2 (f) & (B))  
of UGC Act, 1956

Prof. Dr. P. D. Chaudhari  
Principal

Prof. Dr. G. R. Ekhoté  
Chairman, Business Council, P.E. Society

Ref. No. : MCOP/APPPL/2024-25/77

Date : 29/06/2024

To,  
Dr. Satyan Kumbhar  
House No-855, Flat No-3,  
Badam Lane, Dathvadi,  
Parvati, Pune-30

**Subject:** Appointment to the Post of Assistant Professor in Doctor of Pharmacy (Pharm.D)  
Course on Adhoc Basis.


Sir,

We are pleased to inform you that the Business Council of P.E. Society has appointed you on the said post in P.E.Society's Modern College of Pharmacy, Nigdi, Pune - 44, as per the pay scale approved by Pharmacy Council of India, Government of Maharashtra, Savitribai Phule Pune University, Pune and Progressive Education Society, Pune w.e.f. 01/07/2024 subject to your qualification for the post. Please note that your appointment is subject to the following conditions:

1. Your appointment is subject to the approval of authorities of Savitribai Phule Pune University, Pune
2. Your appointment is purely temporary for the academic year 2024-25 on ad hoc basis till 31/05/2025.
3. You shall within a period of one month produce the medical certificate from a registered medical practitioner for your fitness to carry out this job.
4. Your services will be governed by the provisions of Maharashtra Public Universities Act, 2016, statutes of Savitribai Phule Pune University & rules & regulations of Progressive Education Society, Pune.
5. Your appointment is subject to workload available for the academic year 2024-25.
6. Your appointment is temporary & can be terminated by giving one months notice on either side.

Yours faithfully,

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy,  
Nigdi, Pune-44

  
Prof. S.S. Deshmukh  
Secretary  
P.E. Society,  
Shivajinagar, Pune-5

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nigdi, Pune - 411044

**STRIVING TOWARDS EXCELLENCE FOREVER**

Sector No. 21, Yamunanagar, Nigdi, Pune - 411 044, Maharashtra

• Tel. : 020 - 27661314 / 15 • E-mail : mcopnigdi44@gmail.com • Website : www.mcop.org.in



## MGM MEDICAL STORE VASHI

Room No.06 & 07, Ground Floor, A-Wing of MGM New Bombay Hospital Vashi, Plot no.35, Sector 3,  
VASHI, NAVI MUMBAI - 400 703

MGM/NBHV/2024/16

Date: - 28/08/2024

### OFFER LETTER

To


**MS. SUMEDHA ANIL SAVANE**  
Gat No 96, Mamta Niwas, Borhadewadi,  
near Princeville and Woodsville Moshi,  
Maharashtra-412105.

Dear Ms. Sumedha Savane,

We are pleased to offer you the post of **Clinical Pharmacist** at MGM New Bombay Hospital, Vashi, Navi Mumbai. You are requested to confirm the acceptance of the same within 2 working days from the receipt of this letter.

Detailed Terms and Conditions will be explained to you at the time of joining.

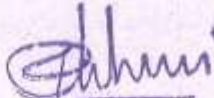
Thanking you,

  
Manager - HR & Admin

**SHYAM YEMPALLE**  
MANAGER - HR & ADMIN  
MGM NEW BOMBAY HOSPITAL, VASHI

Acceptance (Signature) :





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

MGMV/F/Hr.43/Ver.1/01.01.2020

Telephone No. (022) 5066 6777, (022) 20874969  
E-mail: [pharmacy@mgmhospitalvashi.net](mailto:pharmacy@mgmhospitalvashi.net)



+91 91758 69672

+91-2019356366

info@beaverlifescience.com

Gulmohar Complex, PF-2702 Parvati-410

206, and Pune 412105 MH, India.

## Offer Letter

September 11, 2024

Dr. Shradha J. Nachane,  
Gate No 97, Flat No-202,  
Building No A2, Woodsville, Moshi,  
Pune Maharashtra 412105

Dear Dr. Shradha,

Congratulations on your appointment! We welcome you to Beaver - a clinical research organization and wish you a long and meaningful career with us.

- DESIGNATION & GRADE:** You would be designated as Project Manager - Clinical Operations and Pharmacovigilance in the Grade M1.
- LOCATION & DATE OF JOINING:** You would be based at Pune (Hybrid model). You would be required to join as early as possible but not later than **September 15, 2024**. If you do not join your duty on the said date, this Appointment Letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- PROBATION PERIOD:** You will be on probation for a period of six months from the date of your appointment. If in the opinion of the Company you are found suitable, you will be confirmed.
- COMPENSATION & BENEFITS:** The detailed breakup of your Compensation and other company benefits applicable to your grade is enclosed. The compensation structure will be in compliance with local laws of Government of India.
- ANNUAL LEAVE:** You will be eligible for 28 working days of Leave in a year.
- NOTICE PERIOD:** The Company reserves the right to specify the notice period required. However, either party can terminate this agreement by giving one month (30 days) notice during the probation period and on confirmation without furnishing any specific reason. Accordingly, amount in lieu of short notice period would be payable by either party giving short notice.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining. This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup, as applicable.

We once again welcome you to Beaver and wish you a long fulfilling career with us.

Yours truly,

For Beaver Life Science Pvt. Ltd

Mr. Santosh Kokare  
Director and Founder

Encl: Compensation & Benefits Program



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

I agree to accept employment on the terms and conditions mentioned in the above letter. I shall be reporting for duty on  
15th September, 2024  
Beaver Life Science India Pune Branch.

### Compensation & Benefits Program

Name	Dr. Shraddha J. Nachane, B.Pharm, PharmD.
Designation	Project Manager, Clinical Operations and Pharmacovigilance
Designation Level	Level M1
Location	Pune Branch Office (Hybrid)

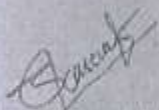
	Compensation Details	Amount per Annum
A	Basic Salary	1,40,000
B	Flexible Pay Basket*	1,60,000
C	Retirals**	As and if applicable
	Provident Fund (Co. Contribution 12% of Basic Salary)	
	Gratuity (4.81% of Basic Salary)	
	Others – if any	
	Total [C]:	-
D	Fixed CTC (A+B+C)	3,00,000
E	Variable Pay– Business Travel Expenses Reimbursements (on actual basis)	16000
F	Mediclaim Policy (with cover of 3-5 lakhs)	4000
G	Variable pay: Target Performance Incentive	Not Applicable
	Fixed CTC [D+E+F+G]	3,20,000

\* Flexible Benefit Plan - This includes HRA, LTA, Food Coupons, Telephone Reimbursement, Petrol Reimbursement, Car Lease

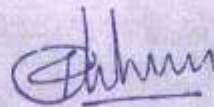
\*\* If retirals are applicable as per regulations of Government of India, certainly would be added in the CTC and revised offer letter will be issued. Beaver is new start-up organization, we have not even 4 employees in the company.

• Mediclaim Policy: This Policy covers self, subject to a limit of Rs.3 lakhs as defined by the policy.

• Salary details are confidential and in case you need further clarifications, please contact the Sr. Management/HR.



Mr. Santosh Kokate  
Director and Founder  
Date: September 11, 2024

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



and Beyond

WISDOM BEGETS KNOWLEDGE

www.bvcop.in



# BHARATI VIDYAPEETH'S COLLEGE OF PHARMACY

Sector-8, C.B.D. Belapur, Navi Mumbai - 400 614.

## STAFF'S ID CARD



PRINCIPAL

**KENDRE SHWETA RAMKISHAN**  
ASSISTANT PROFESSOR  
PHARMACEUTICAL PHARMACOLOGY

Employee ID : PCM-B-TSP-24

Sector-8, C.B.D. Belapur, Navi Mumbai - 400 614

Contact No.; 022-27571505 / 022-27571122

www.bvcop.in

E-mail ID : principal@bvcop.in

Pune - 41

Dr. P. D. Chaudhan  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## APPOINTMENT LETTER

Date : 19.09.2024

To

Dr. Vaishnavi Vajinath Chavan,  
Rohar Complex, Flat No 5, Sec 19, Koyananager Chinchwad Pune 19  
Pune, Maharashtra - 411019

Dear Dr. Vaishnavi Vajinath Chavan,

Congratulations!!!

We have pleasure in appointing you as Clinical Pharmacist in the Grade E1, department of Clinical Pharmacy in our organization, effective 19.09.2024 on the following terms and conditions:

### 1. PLACEMENT & COMPENSATION

You will be placed in the appropriate band / responsibility level of the Company, and will be entitled to compensation (salary and other applicable benefits) as detailed in Annexure "A". Compensation will be governed by the rules of the Company on the subject, as applicable and/or amended hereafter. Your employment with the Company shall stand cancelled and void abinitio should you fail to report for work on commencement of the working hours on the Appointment Date unless the Company has, in writing, agreed otherwise.

### 2. WORKING HOURS

You shall strictly adhere to the work timings that are communicated to from time to time and you may be required to work in different shifts as communicated by the Company.

### 3. LEAVE

You shall be entitled to avail of leaves as per the leave policy of the Company, as communicated to you and as modified by the Company from time to time.

### 4. POSTING & TRANSFER

Your initial posting will be at Pune. The Company shall be entitled to transfer and/or depute your services to any unit, existing or future, of the Company or such other entity as may be identified by the Company and such transfer/deputation shall be binding on you. You may also be liable to be deputed to any work or assigned the work of any business group/department or any other companies/concerns/ organizations/ Company's with whom the Company may make such arrangement or agreement. You will not be entitled to any extra remuneration on account of such transfer or deputation.

### 5. PROBATION

You will be on probation for a period of six months. The period of probation can be extended at the discretion of the Management and you will continue to be on probation till an order of confirmation has been issued in writing.

### 6. FULL TIME EMPLOYMENT

Your employment with the Company is on a full time basis, and during the course of your employment with the Company you shall not take up any employment, whether for a consideration or on an honorary basis, with any third party/entity. You shall devote your full time and attention to discharge of your responsibilities at the Company in terms of this Appointment Letter.



  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



## 7. CONFIDENTIALITY

You will not, at any time, during the employment or after, without the consent of the Board of Directors disclose or divulge or make public, except on legal obligations, any information regarding the Company's affairs or administration or research carried out, whether the same is confided to you or becomes known to you in the course of your service or otherwise.

## 8. INTELLECTUAL PROPERTY

If you conceive any new or advanced method of improving designs/ processes/ formulae/ systems, etc., in relation to the business/ operations of the Company, such developments will be fully communicated to the company and will be, and remain, the sole right/ property of the Company.

## 9. RESPONSIBILITIES & DUTIES

Your work in the organization will be subject to the rules and regulations of the organization as laid down in relation to conduct, discipline and other matters. You will always be alive to responsibilities and duties attached to your office and conduct yourself accordingly. You must effectively perform to ensure results.

## 10. PAST RECORDS

If any declaration given, or information furnished by you, to the company proves to be false, or if you are found to have willfully suppressed any material information, in such cases, you will be liable to removal from services without any notice.

## 11. RETIREMENT

The retirement age is 58 years. You will retire from the employment of the Company at the end of the month in which you attain 58 years of age.

## 12. TERMINATION OF EMPLOYMENT

[a] During the Probation Period, either you or the Company can terminate your employment by giving 15 days of notice or paying 15 days of salary in lieu thereof subject to Company's discretion and right to accept or not to accept salary in lieu of notice period. Provided, however, during notice period as mentioned above the Company, without being liable to pay any money in lieu of notice, may at its discretion relieve you of your duties immediately if it so deems fit in the interest of protecting Confidential Information and/or in the interest of the Company; or [b] Post successful completion of the Probation Period, either you or the Company can terminate your employment by giving One month's notice or paying One month's salary in lieu thereof subject to Company's discretion and right to accept or not to accept salary in lieu of notice period. Provided, however, during notice period as mentioned above the Company, without being liable to pay any money in lieu of notice, may at its discretion relieve you of your duties immediately if it so deems fit in the interest of protecting Confidential Information and/or in the interest of the Company. Upon termination of employment, you will immediately hand over to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, affects or records belonging to the Company or relating to its business and shall not retain or make copies of these items.

## 13. MEDICAL FITNESS

This appointment is subject to your being, and remaining, medically fit.

## 14. MISCELLANEOUS

Any notice required to be given hereunder or pursuant to law shall be sufficient if in writing, and if and when it is hand delivered or sent by registered mail to your address as per Company's records or to the Company's office, as the case may be. Any dispute arising between the Company and you shall be subject to exclusive jurisdiction of courts at Hyderabad, Telangana. Please confirm your acceptance of the appointment on the above terms and conditions by signing and returning the letter to our records pharmacy  
Nidgi, Pune - 411044



*Johny*  
Nidgi, Pune - 411044



For **Medicover Hospitals**  
(A UNIT OF SAHRUDAYA HEALTH CARE PRIVATE LIMITED)

*V. Umamaheswara Rao*

**V Umamaheswara Rao**  
**Chief Human Resources Officer**

I have read the terms and conditions of this letter of appointment and confirm my acceptance of the same.

*[Signature]*

(Signature and Date)



*[Signature]*

Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





JEHANGIR  
HOSPITAL

We Add Care

Ref: JH/HR /2024-25/578

Date 26<sup>th</sup> Sep 2024

To,

Dr. Sumit Babanrao Udawat  
Suwarnapushpa Samit Colony  
Majalgaon Beed-431131

Offer Letter

Dear Dr. Sumit,

With reference to your application and subsequent interview with us, we are pleased to offer you the position of "Junior Executive" in "Clinical Pharmacology" department in our Organization, as per the terms & conditions discussed with you. A formal letter of appointment would be issued to you upon your joining Jehangir Hospital.

You would be required to undergo a medical fitness test. Your appointment in the Organization would be considered on finding you medically fit. We expect you to take up the assignment on or before 04/10/2024

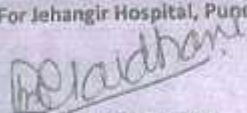
On joining duty you shall submit the following documents to Human Resources office:

- A copy of proof of date of birth, address proof & Aadhar Card.
- Relieving letter from previous employer / organization
- 05 Passport size Photographs.
- Photocopy of Pan card
- Photo copy of Educational Documents

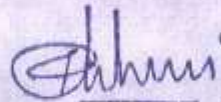
Please sign the duplicate copy of this letter as a token of your acceptance of the offer.

In the event you do not join the duties on the above-mentioned date, this offer shall automatically stand withdrawn which please be noted.

Thanking You,  
For Jehangir Hospital, Pune

  
Devendra M Galdhani  
Sr.General Manager-HR





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



**DR. D. Y. PATIL MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE,  
DR. D. Y. PATIL VIDYAPEETH, PUNE  
(Deemed to be University)**

(Recognized by MCI with a C.C.P. Status of an Autonomous Institute of Pharmacy)  
(NBA Accredited Hospital & MADE Accredited Laboratories)  
(AEC-1001-2015 and 14001-2015 Certified University)

Ref No: DYPMCA 57/6203/2024

Date 15/10/24

To,  
**Dr. Divya Bandu Hagawane**

**Sub: Appointment to the post of "Project Technical Support (Pharmacist)" for the ICMR-NITVAR GOI HPV Vaccine Trial Project in Dr. D. Y. Patil Medical College, Hospital and Research Centre, Pimpri, Pune- 411 018.**

I am pleased to inform you that you are appointed as a "Project Technical Support (Pharmacist)" for the ICMR-NITVAR GOI HPV Vaccine Trial Project under Central Research Facility Department, in Dr. D. Y. Patil Medical College, Hospital and Research Centre, Pimpri, Pune -411 018, on the following terms & conditions:-

1. During your work hour, you will do all work delegated to you by the Research Co-ordinator - Principal Investigator & Head of the Department regardless of the project, the work belong to, though primarily you will work for ICMR-NITVAR GOI HPV Vaccine Trial Project.
2. Your services will be governed as per rules and regulations laid down by the Dr. D. Y. Patil Vidyapeeth, Pimpri, Pune - 411 018 and as may be added, amended/modified by the Vidyapeeth from time to time.
3. Your appointment shall be for the period of **11 months** from **15/10/2024 to 14/09/2025**.
4. You will be paid consolidated salary of **Rs. 36,400/- (Rupees Thirty Six Thousand Four Hundred Only)** per month for the above mention duties.
5. Your appointment and salary shall be subject to approval by the Dr. D. Y. Patil Vidyapeeth, Pimpri, Pune - 18, as the case may be.
6. Your appointment is purely contractual and will automatically come to an end on the expiry of the period of contract and in case of early completion/ termination of the project and in any such event, you shall not claim any right to be continued in the services thereafter. You shall not claim to be a regular/permanent employee of the institute at any time during the period of this contract or after termination thereof, in any manner whatsoever, and shall not claim automatic reappointment to the said post after expiry of the period of contract and you will not be eligible for any retirement benefit.
7. You shall submit the original as well as certified true copies of relevant testimonials such as Birth date Certificate, Mark Sheets, Experience Certificate, Discharge/Relieving Certificate, Last Pay Certificate, Caste Certificate, Two passport size photographs, Character Certificate from two eminent persons, one of them should be a government Gazetted Officer, Change of Name Certificate (if any) etc. before joining your duties.
8. You shall undergo medical examination by the approved Medical Officer or by the Civil Surgeon at the place of your duty, within three months from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically fit for carrying out the staff of the Vidyapeeth.



*(Signature)*

**Dr. P. D. Chaudhari** Contd P-  
Principal  
Modern College of Pharmacy,  
Nidgi, Pune - 411044

dpu.edu.in

9. You are required to give the correct mailing address as soon as you join the duties and any change in the address given earlier should be communicated to the Dean. It will be presumed that any letter sent by Registered Post Acknowledgement Due (RPAD) on the address given, shall be deemed to have acknowledge duly signed by you.
10. You will not engage yourself in any other job paid full time, part time or otherwise, during the continuance of your services, without the permission of the competent authority/Management.
11. Your appointment shall be terminated without any notice and without assigning any reason.
12. In case you would like to leave the job, you shall have to give one month's notice or one month's salary in lieu of notice period.
13. Your appointment is subject to the administrative requirement of the Institute and may be discontinued if the need decreases by the significant degree.
14. If you are found absent continuously for more than Eight days without permission, your services will stand terminated automatically. If you are found guilty of violation of any terms and conditions mentioned above, you will be liable for disciplinary action and punishment **decided by Management** as provided for in the Bye-Laws/Rule.
15. During the period of your service, you will not indulge directly or indirectly in such things, which are subversive to the interests of the Vidyapeeth. All information, documents etc. to which you have access during the course of your services with us, are confidential and are property of Vidyapeeth. You will not disclose any such information to any third party, either in the Vidyapeeth or outside nor will you pass on or hand over any such documents to anyone, who is not expected to receive/ possess the same.
16. You shall not involve directly or indirectly in any financial matters and matters pertaining to admission of students to the various institutes/ colleges under Vidyapeeth at any stage.
17. Management reserves the right to add, alter, amend or change any of the above conditions in part or in full with due notice.
18. You have to communicate your acceptance to the College/ Institute within seven days from the date of receipt of this order of Appointment, failing which your appointment is liable to be cancelled.

Principal  
Modern College of Pharmacy



*P. D. Chaudhari*  
Project Director  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

NOBLE/HRS/PT/02/2024

16<sup>th</sup> October 2024

Dr Pratiksha Bhoite  
Hadapsar Pune  
Maharashtra, India-411028

Appointment Letter

Noble Hospitals is pleased to appoint you to the post of Clinical Pharmacist in the department of Clinical Pharmacy with effect from 15<sup>th</sup> October 2024 subject to below mentioned terms and conditions.

i. Salary & Benefits:

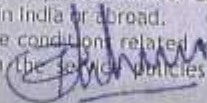
1. Please refer to the Annexure for details of CTC offered. The CTC is subject to statutory tax deduction as applicable. Please note that you are required to keep your salary package strictly confidential.
2. Future increase in your salary and prospects in the hospital shall entirely depend on your performance and other relevant factors. We will review your salary annually. It is to be expressly understood that an increase in salary annually is not a mandate.

ii. Period of Probation:

1. You shall be placed on probation for a period of six months from the date of your joining. The above probation period may be extended for another two months at the discretion of the hospital depending on the assessment of your suitability, performance, and conduct.
2. During probation your performance will be assessed by your concerned Departmental Head/Manager. If during probation, the same is found to be unsatisfactory your services are liable to be terminated without notice.
3. You shall continue to remain on probation until your services are expressly confirmed in writing.


iii. Place of Work:

1. Your posting will be initially at Noble Hospital Pvt. Ltd, India. However, during employment with Noble Hospitals, you may be posted/transferred/deputed to any of the offices/projects/divisions / departments/units or any associated or affiliated group of companies either existing or to be set up anywhere in India or abroad.
2. In the event of your transfer your service condition related to working hours, weekly off, leaves, etc. shall entirely depend upon the service policies applicable to the place of transfer.


  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044




LIFE IS PRECIOUS, WE CARE FOR IT.

 Noble Hospitals Pvt. Ltd,  
153, Madhulata City Rd., Hadapsar  
Pune-411013, Maharashtra, India.

**GIN** U8510PN1996PTC103171  
**GSTIN** 27AACN5867B1Z1

 +91 20 8628 5000  
+91 20 4328 5000

 317 EMERGENCY  
**6105 999**

 noblecare@noblehrc.com



Pulmocare Research & Education  
Foundation

Date: October 24, 2024

Ms Jagruti Umesh Yenpure  
S No 64, 12 Patil Wasti,  
Tathwade, Nr Sonawane Wasti,  
Pune-411057

Subject: Engagement of Project Co-ordinator

Dear Ms Jagruti

With reference to the interactions, you have had with us, we are pleased to appoint you as a "Project Co-Ordinator Consultant" with effect from October 24, 2024 on the following terms and conditions:

1. This Engagement letter ("Engagement") shall be valid for a period of One Year from the effective date.
2. During the entire term of this Engagement, you shall work exclusively for the Company. Although you may be provided the company's email id and / or authorized to represent the Company to a limited extent as required for effectively carrying out the scope of Services under this Engagement, it is clearly understood that you are not an employee of the Company and you shall not claim any right of employment.
3. You shall perform the work which is including but not limited to the work as described in Annexure A hereinafter.
4. You shall be engaged for **Respiratory Research Network** project or any other project as may be determined by Company from time to time.
5. Your per month Professional fees shall be an all-inclusive amount of Rs.28,000 /- plus Goods and Service Tax as applicable. You shall be required to submit a bill for such fees at the end of every month and payment thereof will be made to you within thirty (30) days of the receipt of the bill unless the same is disputed. The payment will be subject to the deduction of tax at source as applicable.
6. The location where you will be based and the person to whom you will be reporting to shall be informed to you by the Company.

  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidga, Pune - 411044





Pulmocare Research & Education  
Foundation

7. You will be governed by the rules and regulations of the Company, hours of work, holidays, discipline and general work practices applicable to the Company's establishment.
8. We would like you to be conscious of possible conflict of interest in cases where a Consultant may also own holdings of interest in a firm or corporation, which supplies or offers to supply goods or services to us. Such interest may not necessarily be financial but also personal. You are required to disclose to us, to the best of your knowledge, your interest, if any, in any firm, or corporation or suppliers with whom the Company deals. So also, you are required to voluntarily disclose any such interest that may arise in future.
9. Our operations, as you know, are subject to application of various laws. It, therefore, becomes necessary that you are fully aware of the implications of various laws that are applicable to the responsibility you are handling. Nevertheless, it is mentioned that compliance of law applicable to your assignment is your personal responsibility and you have to make sure that there is no cause whatsoever of violation of any of these laws.
10. You agree that all inventions, data, works, discoveries, technology and improvements in relation to the services which are conceived of, made, reduced to practice, created, written, designed or developed, authored or made by you, alone or in combination with others, in the course of the performance of services under this Engagement and / or which are modifications or improvements to any proprietary technology, information or materials provided by Company, shall be the sole and exclusive property of the Company. Such activities are to be promptly reported to the Company but otherwise maintained in confidence by you. The Company is free to use the results of the service without any further communication to you. You undertake to assign all the requisite rights arising from the Services to the Company and its nominees and execute all documents required for the same.
11. During your tenure with the Company and/or after you cease to work for the Company for any reason whatsoever, you shall not disclose to any person, firm or Company any confidential information pertaining directly or indirectly to any commercial or manufacturing activity, research, development, finance, business, property, contract, method, working process, trade secret, transaction or affairs of the Company, except as authorized in writing by the Company or as ordered by a court of competent jurisdiction. Under this covenant, the disclosure shall include demonstrating, lecturing upon, publishing or divulging technical information, know-how, recipe, formula, process, research, result, method, specifications of any materials or of any machinery, design, layout or arrangement of plant or equipment composition, ideas or any other knowledge, information or document whatsoever which you may have acquired during the course of or incidental to your assignment with the Company. You will not retain any knowledge/information of the companies projects or related information.

  
Dr. P. D. Chaudhari

Principal  
Mudra College of Pharmacy  
Nagri, Pune-411004  
Foundation.in

Regd. Address: 1<sup>st</sup> Floor, Faith Centre, Lane No. 4, Sakinaka Nagar, Viman Nagar, Pune-411004, Maharashtra, India  
Phone: +91 9921211000 | CIN - U85300IN2002PLN1589936 | Email: [info@foundation.in](mailto:info@foundation.in)





Pulmocare Research & Education  
Foundation

12. You agree to indemnify and hold the Company and its affiliates harmless from and against any and all liabilities or claims including but not limited to reasonable attorney's fees incurred, arising from your failure to comply with any terms of this Engagement.
13. During the term, you shall not ;
  - a. negotiate or enter into any oral or written, agreement or arrangement on behalf of or in the name of the Company, sign any cheques on behalf of or authorize any payments by the Company, or otherwise bind the Company, without the express prior written consent of the Company;
  - b. engage in any conduct, or cause the Company to engage in any conduct that would result in the Company's breach or violation of any agreement, law, ordinance or regulation.
14. Either party without assigning any reason, shall be entitled to terminate this Engagement without the necessity of going to Court by serving thirty (30) days written notice to the other party. Company shall also be entitled to terminate this Engagement by giving thirty (30) days fees in lieu of the notice period and terminate this Engagement.
15. In the event of your acting in any manner contrary to or in breach of this covenant during the course of your services with the Company or thereafter, the Company will be at the liberty to initiate appropriate action to safeguard the interest of the Company.
16. You must not at any time misappropriate files or documents of any kind belonging to the Company or make copies, duplicates or excerpts of these for private or any other purposes unrelated to your services.
17. Upon determination of your Engagement, you are required to deliver safely to the Company all documents, data, keys, stationery and items which are the Company's property which may be in your possession or under your control.
18. Your services shall be terminated by the Company for any breach of terms of Engagement.
19. You shall communicate to the Company any change in your address as well as personal status. All communications sent to you in the normal course on the address given by you shall be deemed to have been received by you.
20. In performing services pursuant to this Engagement, you shall act as an independent Consultant and not as an employee of the Company. As an independent Consultant, you shall accept any directions issued by the Company pertaining to the goals to be attained and the results to be achieved by you. You shall be solely responsible for the manner in which you will perform the services.

Regd. Address: 1<sup>st</sup> Floor, Faith Centre, Lane No. 4, Sakinaka Nagar, Viman Nagar, Pune - 411004, Maharashtra, India  
Phone: +91 9921211000 | CIN - U85300IN2020PLN119936 | Email: [principal@purefoundation.in](mailto:principal@purefoundation.in)



Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



Pulmocare Research & Education  
Foundation

21. You shall not, for a period of One year post determination of this Engagement work with or for any business competitive to the Company.

22. This Engagement shall be governed by the laws of India and any dispute shall be referred to the Courts of Pune.

You are requested to sign in the space provided below and return one copy of this letter as token of your acceptance.

With best wishes,

Yours sincerely,

Dr Monica Barne

I have read the above mentioned terms and conditions. I have understood them and I hereby accept the engagement on the said terms and conditions.

Signature:   
(Jagruti Umesh Yenpure)

Date: 29/10/2024



Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044





Pulmocare Research & Education  
Foundation  
ANNEXURE A

Scope of Services:

- Co-ordination of Respiratory Research Network projects
- Maintaining all project related office documents, files and electronic records
- Filling, follow-up calls, administrative work w.r.t projects being handled
- Reporting study updates to the Department Head, Principal investigator or official for performing the study.
- Follow-up for any designated activity
- Ensuring timely data collection from sites, preparing study progress reports and chasing sites for recruitment and data collection and ensuring study timelines are met
- Data entry, analysis & report writing for research projects
- Assisting in website data updates
- Any other project activity related assistance needed by Head of Department.
- Any other roles and responsibilities that may be assigned from time to time.

....

*Chavre's*



*Chaudhari*  
Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044



ACCREDITED



**MGM**  
**NEW BOMBAY HOSPITAL, VASHI**

Plot No. 35, Sector A, Vashi, Navi Mumbai - 400703. Tel: (022) 5066 6777



ACCREDITED  
NCT ACCREDITED

MGM/NBHV/2024/365

Date: - 16/12/2024

**OFFER LETTER**

To,

**DR. VAISHNAVI MANOJ PANCHARIYA**

Plot No. 38, Keshar Mahesh Nagar,  
Jalna Road, Aurangabad,  
Maharashtra-431001.

Dear Dr. Vaishnavi Panchariya,

We are pleased to offer you the post of **Clinical Pharmacist** at MGM New Bombay Hospital, Vashi, Navi Mumbai. You are requested to confirm the acceptance of the same within 2 working days from the receipt of this letter.

Detailed Terms and Conditions will be explained to you at the time of joining.

Thanking you,



Manager-HR & Admin

HR DEPARTMENT

MGM NEW BOMBAY HOSPITAL VASHI

Acceptance (Signature):





Dr. P. D. Chaudhari  
Principal  
Modern College of Pharmacy  
Nidgi, Pune - 411044

MGMV/F/Hr.43/Ver.1/01.01.2020

Email: [hr@mgmhospitalvashi.net](mailto:hr@mgmhospitalvashi.net) Website: [www.mgmhospitalvashi.net](http://www.mgmhospitalvashi.net)

Contact: 022 50666 733