

## PURCHASE ORDER COMPONENT

| #  | Details                                   | Description   | Amount (Indian Rupees)/Annum | Amount (Indian Rupees)/Month | Remarks |
|----|---|---------------|------------------------------|------------------------------|---------|
| 1  | Client Name                               | CKPL          |                              |                              |         |
| 2  | Position Title                            | MIS Executive |                              |                              |         |
| 3  | Client Division                           | ckpl          |                              |                              |         |
| 4  | Sub Position                              | Uchit req     |                              |                              |         |
| 5  | RFH Number                                | RFH00512      |                              |                              |         |
| 6  | Name of Select                            | Priya E       |                              |                              |         |
| 7  | Hiring Manager                            | SELF          |                              |                              |         |
| 8  | Type of Engagement                        | Regular       |                              |                              |         |
| 9  | Current/Last drawn CTC-Annual (Rs)        |               | 4,545.00                     | 379.00                       |         |
| 10 | Offer CTC – Annual (Rs)                   |               | 32,434.00                    | 2,703.00                     |         |
| 11 | Medical Insurance Premium (Rs)            |               | 2,260.00                     | 188.00                       |         |
| 12 | Personal Accident Coverage Premium (Rs)   |               | 260.00                       | 22.00                        |         |
| 13 | Term Insurance Coverage Premium (Rs)      |               | 1,277.00                     | 106.00                       |         |
| 14 | Staff Welfare Administration Costs (Rs)   |               | 1,200.00                     | 100.00                       |         |
| 15 | HR Software Modules Access Charges (Rs)   |               | 420.00                       | 35.00                        |         |
| 16 | Internet charges (For Work from Home)(Rs) |               | 6,000.00                     | 500.00                       |         |
| 17 | Provident Fund Admin Charges (Rs)         |               | 284.00                       | 24.00                        |         |
| 18 | Total Headcount Cost (Rs)                 |               | 44,135.00                    | 3,678.00                     |         |
| 19 | HEPL Business Services Charges (Rs)       |               | 1,324.00                     | 110.00                       |         |
| 20 | <b>Total Purchase Order Value (Rs)</b>    |               | 45,459.00                    | 3,788.00                     |         |
|    | One Time Recruitment Fee                  |               | 324.00                       |                              |         |