

August 23, 2023

Private & Confidential

To

Dear Mr. Saurabh Goyal  
DTU

With reference to your application and subsequent interview, we are pleased to offer you the position of 'Trainee-Market Analyst' at Futures First Info Services Pvt. Ltd.

You will be paid a monthly salary of INR. 85,000.00 (Rupees Eighty-Five thousand only). Please find details in Annexure I. In addition, you will be eligible to participate in a performance bonus scheme, the terms and conditions of which will be explained to you on your joining the Company.

Your date of joining will be intimated to you in due course. You will be situated in the Company's office located at Gurgaon. You may be required to work at or travel to any other office of the Company in India or abroad, as deemed necessary in the course of your duties.

If you agree to the basic terms set out above, then kindly indicate your willingness to join us within one week of receiving this offer letter. We shall send you the Employment Contract on receiving your acceptance letter. Also, please provide us your current and permanent correspondence details along with the documents described in Annexure II.

This offer is subject to a satisfactory reference report being received by us and is contingent upon your passing your degree course and furnishing a provisional degree certificate.

We look forward to a mutually rewarding relationship.

Yours sincerely,

For Futures First Info Services Pvt. Ltd.



**Kratika Sharma**  
**Manager-HR & Operations**

**Futures First Info Services Pvt. Ltd.**

2B -1101, 11<sup>th</sup> Floor, Two Horizon Center, DLF-V, Golf Course Road, Sector-43, Gurugram-122002, Haryana, India

Tel.: +91 124 4733500 • Fax: +91 124 4733507 • Website: [www.futuresfirst.com](http://www.futuresfirst.com)

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Regd Office:303, Mansarovar,90 Nehru Place, New Delhi-110019, Corporate Identity Number: U72900DL2004PTC131408

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## Annexure-I

Details	Salary per month (INR)	Salary per annum (INR)
Basic Pay	42,500	510000
HRA	21,250	255000
Special Allowance*	16,150	193800
<b>Total Salary</b>	<b>79,900</b>	<b>958800</b>
PF Employers contribution (ErPF)	5,100	61200
<b>Total Remuneration</b>	<b>85,000</b>	<b>1020000</b>
Gratuity**		24519
Staff Welfare & Engagement		44200
<b>Total Cost to Company</b>		<b>1088719</b>

1. Group Personal Accident Insurance cover of Rs. 30 Lakhs per annum is provided to employees as a part of Employee Benefits. Group Medical Insurance premium for a Sum Insured of Rs. 3 lakhs per annum is adjusted once a year from the Special Allowance Component\*. A higher sum insured can be opted for and/or family members may be covered under Group Medical Insurance Scheme on additional premium contribution by the employee.
2. Employees may opt for Paytm Food Wallet or LTA for tax saving purposes, which would be adjusted from Special Allowance\* component.
3. Gratuity \*\* is payable on completion of 5 years of continuous service under Gratuity Act 1972.
4. \*\*\*\*Indicative but not assured **performance bonus** of INR 2, 25,000/- (Rupees Two Lakhs Twenty-Five only). The average performance bonus that current high-performing analysts have made in the 1<sup>st</sup> year of employment stands at approximately INR 2, 25,000/-.  
However, the performance bonus entirely depends on individual's performance, and can be higher, lower, or zero. This is only an indicative amount and is not assured.

## Annexure II - Documents Required

- Photocopy of qualifying degree/provisional certificate from university.
- Class X & XII passing certificate.
- Copy of PAN card & Aadhar card

Futures First Info Services Pvt. Ltd.

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