

Ref:571250

Date: August 20, 2021

Mr Gopi Chand Nimmagadda

H. No : 6-1, Bonakal (M&V),
Khammam, Telangana
India - 507204.

Dear Gopi Chand Nimmagadda,

We are pleased to confirm our offer of employment to you as **Software Engineer** in Grade **G2** starting **September 23, 2021**. You are requested to report to the said address on **September 23, 2021**, not later than **9:00:00 AM**.

LOCATION

You will be based at **Pune**. However, the company may require you to work at other company locations or at the customer's site both within and outside India. You will be given reasonable notice of any travel or re-location requirement.

COMPENSATION

Your gross annual compensation package will be **Rs.550,000.00 (Rupees Five Lakh Fifty Thousand Only)** the breakup for which is given in Annexure A.

Tax liability will be as per Income Tax rules. Changes in your compensation and other terms are subject to discretion of the company, statutory requirements, your performance in the company and other relevant criteria.

MEDICLAIM INSURANCE

- **Employee + Spouse + 2 Children:** All employees are entitled to a coverage of Group Mediclaim Insurance policy of an amount with maximum limit of Rs.3,00,000/- (Rupees Three Lakhs Only) from the day one with features like family floaters, maternity benefits etc. Employee can cover himself/herself and immediate family members i.e., legally wedded spouse and 2 dependent children (max. age up to 25 Yrs.) only.
- **Group Term Life Insurance:** All employees are entitled to a self-coverage of Group Term Life Insurance of an amount with maximum limit of Rs.20,00,000/- (Rupees Twenty Lakhs Only) from the day one.
- **Group Personal Accident Insurance:** All employees are entitled to a self-coverage of Group Personal Accident Insurance of an amount with maximum limit of Rs.25,00,000/- (Rupees Twenty-Five Lakhs Only) from the day one.

Regd. Office : Winchester, 4th Floor, High Street, Hiranandani Business Park, Powai, Mumbai - 400076

Tel: +91 22 3051 1000, Fax: +91 22 3051 1111 CIN: U72900MH2002PTC138380 www.xoriant.com



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- **Parental Mediclaim Insurance:** In case, an employee wants to cover his/her dependent Parents or Parent-in-laws, he/she can enroll them under separate Voluntary Parents Mediclaim Policy.
- **Covid Insurance:** All employees are entitled to a self-coverage of Covid Insurance of an amount with maximum limit of Rs.50,000/- (Rupees Fifty Thousand Only) in case of hospitalization or home quarantine.

For more details on the above, employee can refer to the detailed Mediclaim policy available on company intranet or contact your location Facility Management Team.

CODE OF CONDUCT

We at Xoriant are committed to ensure 'Integrity' in all aspects of its functioning. You are expected to comply with the policies of the Company including the Code of Business Conduct and other policies of the Company as they form an integral part of the terms of your employment with Xoriant. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated/modified on a periodic basis and new Policies may be introduced and notified to the employees from time to time and you will be required to comply with the same.

PROFESSIONAL ETHICS

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

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ANNUAL LEAVE/PUBLIC HOLIDAYS

You will be entitled to 18 days of Privilege leaves and 8 days of Casual leaves per calendar year of service, on pro-rata basis. Privilege leaves will get credited in the first week of every month for the previous month at the rate of 1.5 days per month on pro-rata basis. Casual leaves shall be credited in the first week of every quarter, at the rate of 2 days per quarter on pro-rata basis. You are also entitled for 11 public holidays.

Also, in case of separation, balance Privilege leaves will be paid (encashed) in Full & Final Settlement on the basis of basic pay.

NO DUAL EMPLOYMENT

You shall devote your full time and attention to the performance of your duties incidental to your position with the Company. During your employment with the Company, you are refrained from taking up any other employment, consultancy, or any other job (with or without remuneration), without the prior written consent of the Company. In the event you breach the terms mentioned herein, the Company at its sole discretion may terminate your employment without any notice, with immediate effect.

NOTICE PERIOD/TERMINATION

This contract of employment may be terminated by either party by giving sixty days written notice or gross monthly salary in lieu thereof.

Project allocation is subject to availability of positions in the respective project at the time of your joining. Kindly note that while you accept this offer, we will be initiating your reference check in parallel. In case of a negative reference check, this offer will stand cancelled.

A detailed appointment letter will be issued to you on your date of joining us.

RELOCATION EXPENSES

The termination of your employment with Xoriant Solutions for any reason on your own, or by the company for a cause like misconduct, fraud or moral turpitude, in each case within one year of your employment or transfer will result in forfeiture of your relocation expenses to be paid in full as part of the full and final settlement.

Gopi Chand Nimmagadda, we believe that people form the strongest foundation pillar of our organization. Our commitment lies in maintaining a challenging and intellectually stimulating environment with a high degree of ethical sensitivity. We look forward to having you join Xoriant Solutions Pvt. Ltd. Please do not hesitate to contact me if you need any further assistance.

In case of any query please feel to contact **Vicky Kishor Ghadge** Mobile Number: 91 9764828725/email: Vicky.Ghadge@Xoriant.Com.

Sincerely

For Xoriant Solutions Pvt.Ltd

Vaishali Walimbe

Vaishali Walimbe
Director, Talent Acquisition

HR Signatory
Actual Date of Joining:

Agreed & Accepted on

Gopi Chand

Gopi Chand Nimmagadda

Agreed & Accepted on

Gopi Chand


Gopi Chand Nimmagadda

Annexure A

| SALARY STRUCTURE | PER MONTH | PER ANNUM |
|-------------------------|---------------|----------------|
| BASIC | 13,750 | 165,000 |
| HOUSE RENT ALLOWANCE | 6,875 | 82,500 |
| CONVEYANCE ALLOWANCE | 1,600 | 19,200 |
| FIXED ALLOWANCE | 15,431 | 185,167 |
| MEAL COUPON | 2,200 | 26,400 |
| GIFT CARD | 417 | 5,000 |
| FLEXI PLAN | 0 | 0 |
| A | 40,273 | 483,267 |
| MEDICAL ALLOWANCE | 1,250 | 15,000 |
| LEAVE TRAVEL ASSISTANCE | 2,000 | 24,000 |
| B | 3,250 | 39,000 |
| C = A + B | 43,523 | 522,267 |
| PROVIDENT FUND | 1,650 | 19,800 |
| GRATUITY | 661 | 7,933 |
| D | 2,311 | 27,733 |
| CTC = C + D | 45,830 | 550,000 |

Sincerely

For XORiant Solutions Pvt.Ltd



Vaishali Walimbe
Director, Talent Acquisition

Agreed & Accepted on

HR Signatory
Actual Date of Joining:

Gopi Chand
Gopi Chand Nimmagadda

Agreed & Accepted on
Gopi Chand Nimmagadda
Gopi Chand

ANNEXURE B

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

BASIC

It is the basic amount of the CTC which is around 30% of the CTC and is taxable on all cases.

HRA

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

CONVEYANCE ALLOWANCE

Conveyance up to Rs.1600/- PM (Rupees One Thousand and Six Hundred Only Per Month) totaling to Rs.19200/- PA is taxable.

FIXED ALLOWANCE

Taxable

MEAL COUPON

These are the ticket coupons which are received on monthly basis and are exempt if claimed as coupons.

GIFT CARD

Tax free to the extent of Rs.5000/-pa (Rupees Five Thousand Only) per annum. It is given before Diwali. If Employee joins after Diwali, Gift card will be given in March.

FLEXI PLAN

This is a taxable portion wherein the employee claims (any or all) Meal Coupons, Gift Card, LTA, PF in their salary as taxable

MEDICAL ALLOWANCE

Medical Allowance up to Rs.1250/- PM (Rupees One Thousand Two Hundred and Fifty Only Per Month) totaling to Rs.15000/- PA is Taxable.

LEAVE TRAVEL ASSISTANCE

New employees are eligible for LTA provided leave is taken as per the rules of the Company. The maximum LTA that can be reimbursed is as per the amount mentioned in your CTC. This component is processed only on submission of bills. Employee can produce only Air / Train Tickets. If bills are not submitted then the entire amount is paid as taxable at the end of Year.

PROVIDENT FUND

You can participate in the Company's Employee's Provident Fund scheme, wherein the Company will match your annual contribution of 12% of your annual basic salary. The details are given in the Annexure.

GRATUITY

On completion of five years of service with the company, you will be eligible for gratuity as per the Payment of Gratuity Act. This amount will accrue to your account annually.

Sincerely

For Xorient Solutions Pvt.Ltd

HR Signatory

Actual Date of Joining:

Agreed & Accepted on

Gopi Chand

Gopi Chand Nimmagadda

Commitments / Allowances

**ANNEXURE C
DOCUMENT CHECK LIST**

At the time of joining, you are requested to submit one independent set of photocopies of all the following documents:

| Sr.No | Particulars |
|-------|---|
| 1. | Colour passport sized photographs – 8 Nos. |
| 2 | Color photograph's soft copy for Company photo ID card · Specification as per Id photo design are: · Having fixed width of 520px · Left crop by right shoulder of employee , photo with standing position at 30 degree towards right side · Bottom crop by 3rd button of shirt just below the chest · Background should be white |
| 3. | Certificates supporting your education qualifications: · SSC & HSC Mark sheets · Mark sheets (All Semesters) and convocation certificates of degree/ post graduation. · Additional Education Certificate and Mark sheets if any (Eg. Diploma, NIIT, MCSD, Novell Netware etc.) |
| 4. | Following employment documents for previous all employers: · Appointment letter · Experience and relieving certificates. · Last 2 month's pay slip |
| 5. | Valid passport (include if any previous visa / Work Permit authorization |
| 6. | Pan Card |
| 7. | Marriage Certificate |
| 8. | Residential Proof Documents for opening bank account |



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I have read the contents of this letter and accept all the terms and conditions of this offer and the enclosed annexure in their totality and also confirm that I shall not be legally or otherwise entitled to any other perquisites, facilities, benefits, etc. than the mentioned in the same, either monetary or otherwise, unless and until the Company specifically agrees in writing, herein after.

Name: Gopi Chand Nimmagadda

Sign: Gopi Chand

- 1) Annexure A: Salary Break up
- 2) Annexure B: Description of Salary Break up
- 3) Annexure C: Document

This Offer Letter is deemed to be treated as Appointment Letter upon you joining the company.

Sincerely

For XORIENT SOLUTIONS PVT.LTD

Vaishali Walimbe
Director, Talent Acquisition

Agreed & Accepted on

HR Signatory
Actual Date of Joining:

Gopi Chand
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