



29 July 2025

Jagadish Marimuthu

No 18/1, 2nd Cross, Muddappa Garden, Srirampura,

Dayanand Nagar, Bangalore-560021

APPOINTMENT LETTER

Dear Jagadish Marimuthu,

We welcome you to Bhagen Information Technology (OPC) Private Limited., and are pleased to appoint you for the position of Software Consultant as per the following terms and conditions:

DATE OF JOINING

You are being appointed as “Software Consultant” with Bhagen Information Technology (OPC) Private Limited with effect from 01st August 2025. Your designation is subject to change at the discretion of the Company depending on the work assigned to you from time to time.

PLACE OF WORK

Your initial work location would be at the address mentioned in the offer letter. However, your services are transferable to any other place or office of the Company or to any subsidiary or associate company or to any client location, whether now existing or still to be formed. Such transfer/deputation will be in accordance with the Company's rules being in force at the time.

REMUNERATION

Your annual fixed CTC will be Rs. 4,80,000/- P.A as per the annexure shared with you along with the offer of employment.

Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

Your remuneration will be subject to deductions as applicable under the provisions of Income Tax Act. 1961 and other applicable laws in India.



BACKGROUND VERIFICATION

Your appointment is contingent upon satisfactory reference & background checks including verification of your application materials, education, and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e., you do not have any non-compete obligations or other restrictive clauses with any previous employer).

WORKING HOURS

Working Hours - The official work schedule for employees starts at 9:00 AM and ends at 6:00 PM. (With 30 minutes break for lunch and 2 breaks of 15 minutes each in the first half and second half of the working hours) Employees are expected to work their regular schedule based on standard hours. However, work schedules may vary between employees like full time, part-time, required overtime, flexible and seasonal schedules to accommodate the operational needs of the client/client location.

PROBATION & CONFIRMATION

You will be on a probationary period of 6 months from date of joining the period of which may be changed at Company's discretion based on your performance and confirmation review, action on confirmation of your employment will be taken as directed by Company policy and will be communicated to you in writing. If you decide to leave the organization during this probationary period, you must serve a notice period of 30 days or pay the company one-month gross salary.

After your successful probationary period, your services will be confirmed. As a confirmed employee, you must serve a notice period of 60 days. However, due to necessities of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect. If you decide to quit the company without serving notice period, you will be liable to pay 60 days of your gross salary to the company.

In case of termination of your services by the company, the notice period and the remuneration of this period will be subject to Company's discretion.

ABSENCE FROM WORK

In the event, you are absent for a continuous period of 5 working days without intimating the leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice. Under such circumstances, you are liable to pay the company the amount based on your employment status with the company.

LEAVES & HOLIDAYS

You will be entitled to Privilege Leave / Sick Leave / National & Festival holidays as stipulated by company policy, in a calendar year.

WORK FROM HOME

All employees are allowed to Work from Home as per the company's Work from Home policy.



MEDICAL INSURANCE POLICY

You will be enrolled in perfTech Solution's Group Medi-claim Insurance Policy, unless you choose to opt out. This Medical Insurance Policy will be applicable to you & your family members [Spouse & children [max 2]. The total coverage amount under this policy will be for an amount of Rupees 3 Lakh.

JOB DESCRIPTION

You will be issued a description of your roles and responsibilities based on which your KPIs and targets will be decided from time to time. A review of your performance will be conducted every year for providing the feedback and actions for improvements to enhance the value to the role.

CODE OF CONDUCT

During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other business. The employees engaging themselves in another job while employed by our Company, will result in immediate termination.

You are required to effectively carry out all duties and responsibilities as assigned to you by the Company and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavoring to the best of your ability to protect and promote the interests of the Company.

You will be bound by the Code of Conduct and all other rules, regulations, policies and orders issued by the Company from time to time in relation to your conduct, discipline rules, regulation and policies

DISCLOSURE OF INFORMATION

You confirm that you have disclosed all your business interests in the Company whether or not they are similar to or in conflict with the business (es) or the activities of the Company, & all circumstances in respect of which there is, or there might be perceived, a conflict of interest between the Company and you or any immediate relatives. Also, you agree to immediately disclose, to the Company any such interests or circumstances which may arise during your employment.

CONFIDENTIALITY

Information pertaining to perfTech Solutions operations and intellectual property is confidential and you will sign a non-disclosure agreement. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.

VALID WORK PERMIT (NON-RESIDENTS)

Your employment with the Company is always subject to you having a valid work permit from the Government of India (This will apply in case you are not a resident of India). It is your responsibility to obtain and maintain a valid work permit throughout your employment. A copy of the work permit needs to be furnished by you on the date of joining, failing which you will not be permitted to join.



RETIREMENT

You will retire from the services of the Company on attaining the age of superannuation [60 years].

RETURN OF COMPANY PROPERTY

You shall promptly upon request by the Company and in any event upon the expiry or termination of your employment return and surrender to Company laptop and other assigned assets, all such confidential information including without limitation, data, information, files, books, magazines, reports, documents, manuals, any electronic assets, any knowledge database in whatever form including but not limited to electronically held data that concerns the business of the Company which may have been prepared by you or come into your possession custody or control in the course of your employment.

You shall not keep any copies of these items in any form whatsoever. Violation of this clause may invite legal action.

CHANGE IN PERSONAL INFORMATION

Any changes to your personal information should be notified to the company within 3 working days.

OTHERS

All benefits as outlined herein and in perfTech Solution policies are subject to change at the Company's discretion. Any and all of the terms and conditions of service may be modified or changed at the Company's discretion. You will abide by all the rules and regulations of the Company which are in force from time to time.

JURISDICTION

Any dispute between Employee and Employer regarding the employment is subjected to the Bangalore jurisdiction only.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial professional association. You're joining us at an exciting phase of your journey or building a world class firm, and we are counting on you to help us get there.

Kindly return a copy of this letter duly signed by you in acceptance of the terms and conditions set out herein.

**Yours Sincerely,
For Bhagen Information Technology (OPC) Private Limited
Authorised Signatory**

**Frank Fernandes
Director - Operations**



I hereby read, understood and accept the terms and conditions of this employment contract and any amendments, additions hereto. I also promise to adhere and abide by the policies and regulations of the Company as mentioned and amended from time to time.

Signature of the Employee	
Permanent Address	
Mobile No	
E-Mail ID	



ANNEXURE		
Name	Jagadish Marimuthu	
Designation	Software Consultant	
REMUNERATION		
Particulars	Annual	Monthly
Basic Salary	2,17,620	18,135
HRA	87,048	7,254
Statutory Bonus	18,128	1,511
Special Allowance	1,25,140	10,428
A - Total Gross Salary	4,47,936	37,328
Provident Fund- Employees contribution	21,600	1,800
ESIC-Employee contribution	0	0
Professional Tax	2,400	200
B - Total Deduction	24,000	2,000
Net Pay (A-B)		35,328
C - Provident Fund- Employer contribution	21,600	1,800
D - Gratuity	10,464	872
E - Employer ESIC	0	0
Total CTC (A+C+D+E)	4,80,000	40,000
1. ESI & PF will be deducted as applicable from Basic Salary subject to the limits prescribed in the respective Govt Act.		
2. Gratuity shall be payable on resignation/termination/superannuation after rendering continuous service for not less than five years, and as per the provisions of the Govt Act.		
3. Income & Profession Tax deductions shall be made as per the respective rules in force from time to time.		

**For Bhagen Information Technology (OPC) Private Limited
Authorised Signatory**

Frank Fernandes

**Frank Fernandes
Director - Operations**