

**Intent to offer Employment**

Dear Namatha L Bemane,

**Congratulations on your selection with QuEST!** We look forward to you joining our growth journey as world's leading engineering services provider.

We are pleased to let you know that we intend to make you an offer of Employment for the role of Trainee Engineer with QuEST Global Engineering Services Pvt. Ltd.

- **Total Cost to Company (TCTC):** 4.54 LPA
- **Bonus :** INR 25000 (On completion of a year)
- **Location:** All QuEST Global offices (as per business requirement)
- **Working Hours :** 47.5 hours/week (9.5 hours/day)
- **Bond:** 2 years

You will be entitled to allowances and other benefits as per QuEST Policies. You shall receive your salary payments on the last working day of the month.

This offer of employment is subject to successful completion of:

- Background Verification Check.
- Completion of your course program with an aggregate of 65% and no standing arrears on the Date of Joining

As per QuEST's hiring process we would conduct a detailed background verification check of all the information & documents submitted by you.

For any clarifications, offer acceptance, joining confirmation & BGC form please write back to:  
**university.relations@quest-global.com**

We eagerly look forward to welcome you at QuEST.

***PS: This Offer stands cancelled in case of any discrepancy found during the Background Verification or based on Academic credentials.***

For QuEST Global

*Prishu*  
26/sep/19.

*No thank*

**\*Disclaimer: The salary package and structure will be subject to changes on business situation at the time of onboarding. This is a letter of intent to offer Employment and not a formal offer of employment. The detailed terms and conditions of employment with QuEST will be shared separately as a formal offer one month prior to your date of joining.**

QuEST Global Engineering Services Private Limited PRIMROSE 7B, Embassy Tech Village, Sanjapura-Marthahalli Outer Ring Road  
Devarabeesana Halli, Varthur Hobli, Bangalore, Karnataka - 560103 | Ph: +91-80-6709 0000 | Fax: +91-80-6709 1001

Registered Office: QuEST Global Engineering Services Private Limited, AEQUS Special Economic Zone, No. 437/A, Plot No. 2, Hattaragi Village,  
Hukkeri Taluk, Belgaum, Karnataka - 591245, India | Ph: +91-831-398 2700 | Fax: +91-80-6709 1001 | CIN: U74800KA2014PTC076219

**Annexure - I**  
**Compensation & Benefit Details**

Items	Monthly Salary (Amount in Rs.)	Annual Salary (Amount in Rs.)
<b>Monthly Salary Components</b>		
(A) Basic Salary	15,000	180,000
(B) House Rent Allowance	6,000	72,000
(C) Conveyance Allowance	1,600	19,200
(D) LTA	0	0
(E) Food Coupon	1,100	13,200
(F) Telephone/Internet Allowance	1000	12,000
(G) Medical Reimbursement	0	0
(H) Other Allowance	4,038	48,460
<b>(I) MONTHLY GROSS SALARY : (I = A+B+C+D+E+F+G+H)</b>	<b>28,738</b>	<b>3,44,860</b>
<b>Retirement Benefits</b>		
(J) PF	1,800	21,600
(K) Gratuity	722	8,664
<b>(L) RETIREMENT BENEFITS : (L = J+K)</b>	<b>2,522</b>	<b>30,264</b>
<b>Benefits</b>		
(M) Medical Insurance Premium *	673	8,076
(N) BONUS/Ex.GRATIA	1400	16,800
<b>(O) Fixed Compensation : (O = I+L+M+N)</b>	<b>33,333</b>	<b>400,000</b>
<b>Other Benefits</b>		
(P) Shift Allowance ***		54,000
<b>(Q) TOTAL COST TO COMPANY (TCC) : (Q = O+P)</b>		<b>454,000</b>

A one-time joining bonus of INR 25,000 shall be paid upon successful completion of one year service with QuEST.

\*Other Allowance includes optional contributions towards NPS and Car Lease.

The tax exemption aspects of sodexo vouchers or food coupons fall under the ambit of Income Tax Act. These coupons are usable only for meal or snacks or non-alcoholic beverages during working hours at office or business premises or only at the eating joints. Sodexo coupons are not transferrable.

\*\*Total Variable Pay includes components aligned to QuEST performance, Unit or Department performance and Individual Performance. This is governed by the variable pay policy for the year.

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*Ats he*  
*No thank*



\*\*\*Shift Allowance will be paid as per the applicable policy. The amount mentioned above is the allowance paid for working in shifts and not during the training period. In case of any changes, it will be governed by the policy.

Your monthly deduction from salary towards Medical Insurance premium would be **INR 625**. This is as per your current Band, the amount will change accordingly in case of Band change.  
-Onsite & Shift Allowance will be paid as per the applicable policy.

You are eligible for benefits coverage as per QuEST Band. For your current Band the coverages shall be:

- Group Medical Insurance cover of **INR 300000**
- Group Personal Accident Insurance cover of **INR 1000000**
- Group Term Life Insurance cover of **INR 1500000**
- Employee Deposit Linked Insurance cover as per statutory requirement

**Note:** Income tax liability of allowances / reimbursements will be considered in light of the existing tax laws. In case any tax has to be recovered for any allowances / reimbursements, either because of changes made to the law by the Govt. of India or pursuant to an order by an Income Tax Officer or any responsible officer of the Income Tax Department, then the same will be recovered from employee's salary, either with retrospective or prospective effect, as the case may be.

**Declaration:** All aspects of QuEST policies provided in this document are intended to provide indicative details. For Policy details, please refer to QuEST QMS on intranet. The ownership and right for implementation of these policies rests with QuEST alone. QuEST reserves the right to make changes to the policies, including but not limited to withdrawal of the same, from time to time with or without prior notice

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