

21 November, 2024

## **Letter of Intent ("LOI")**

## Dear Riya,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of Software Engineer and P2 with Prodapt solution Private Limited (hereinafter referred as "**Prodapt**")

In this regard, we are proposing compensation package and benefits, the details of which are set forth in Annexure 1 to this letter.

The final employment offer shall be subject to your successful completion of all curricular requirements laid down by the university/ Institute for award of the Degree and the minimum passing percentage/ grade/rank/class as determined by Prodapt.

The date of joining and the location of posting will be purely based on business requirements of Prodapt. Prodapt solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Prodapt.

Upon joining Prodapt,

- 1. You are expected to enter into an employment agreement with Prodapt which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Prodapt.
- 2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
- 3. During your probation you may be required to undergo classroom training for such duration as deemed necessary by Prodapt and your performance will be evaluated periodically during such training period.

Prodapt reserves the right to decide the continuance of your further training and employment depending on your performance, in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter is not an offer of employment from Prodapt

We would request you to go through the above terms and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact us on Email ID:

Thank you, Yours Sincerely

Lavanya Nandakumar

**Vice President - Global Talent Acquisition** 

For and on behalf of Prodapt Solutions Private Limited

## **ANNEXURE 1**

Riya,

Software Engineer and P2

You will be under probation for six (6) months from your date of joining Prodapt. During this period, your annual compensation (cost to company basis) will be INR 550,000.00, which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid monthly. The Company shall deduct tax at source at the time of making payment.

Thank you, Yours Sincerely

Lavanya Nandakumar

**Vice President - Global Talent Acquisition** 

For and on behalf of Prodapt Solutions Private Limited

Registered Office

Prodapt Solutions Private Limited

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