

Date: 31<sup>st</sup> January, 2025

**Kapil Goyal**  
**S/O Koshal Goyal, Mathur Sadium Ke Pass,**  
**Hindoun Road, Karauli, Rajasthan 322241**  
[goyal.kapil255@gmail.com](mailto:goyal.kapil255@gmail.com)  
**9509355487**

**Re: Letter of Offer Cum terms of employment (Personal & Confidential)**

Dear Kapil,

On behalf of **CyzerG India Private Limited** (the "Company"), we are pleased to extend to you this confidential offer for the position of **ASP.Net (Mid-Level)**. Should you take this position, you will be reporting to **Andres Puerta**, the Company's **Product Owner**, and working out of the Company's office in **Chandigarh**. This letter summarizes some of the important aspects of your proposed employment with the Company. This offer is conditional upon you demonstrating that you have a valid right to work in India and supersedes any communication you had at any time before this communication.

**Terms of employment.** This offer and terms of employment is made and entered into between the Company, with its registered place of business at CyzerG India Private Limited, Plot No. 14 Rajiv Gandhi Chandigarh Technology Park, opposite Infosys, Chandigarh, 160101 and **Kapil Goyal** residing at S/O Koshal Goyal, Mathur Sadium Ke Pass, Hindoun Road, Karauli, Rajasthan 322241 ("you"). Your employment will commence on or before . You acknowledge that you will ensure that you are relieved of the employment with your current employer (if any) before the Joining Date. Your continued employment with the Company is contingent upon you maintaining in force any necessary visas, permits, registrations or licences and your completion of a satisfactory background check to enable you to lawfully work for the Company in India. The offer letter and terms of employment shall be binding upon your acceptance via signature below.



**Job Description.** We are looking for a talented, passionate, and experienced Mid-Level ASP.Net Developer with 3-5 years of ASP.NET/C# development experience to join our fast-growing organization. In this role, you will be joining our SaaS team and will be collaborating, developing, and maintaining a state of the art native, cloud-based Software as a Service platform. As part of your job, you will be responsible for writing functional code with a sharp eye for spotting defects. You should be a team player and an excellent communicator. He/she must be professional, independent, creative, and must be confident.

- Understand requirements and how they translate in application features.
- Evaluate existing applications to reprogram, update and add new features.
- Write high-quality source code to program complete applications within deadlines.
- Collaborate with a team of business & IT professionals to set specifications for new applications.
- Design and write prototypes according to specifications.
- Design, develop, maintain and enhance systems based on business requirements using approved technologies and coding standards.
- Conduct functional and non-functional testing. Troubleshoot and debug applications.
- Automate tasks through appropriate tools and scripting.
- Collaborate with internal teams, customers, and vendors to fix and improve products.
- Document development phases and monitor systems.
- Develop technical documents and handbooks to accurately represent application design and code.

**Starting Date & Work Hours.** You will commence your employment with the Company at a date to be determined, but in no event later than **24<sup>th</sup> Feb, 2025**. Your work hours are 8hrs per day, anytime between 9am and 9pm.

**Cost to Company.** Your cost to company in this position will be ₹ **1,50,0000** Annually, less applicable withholdings, payable monthly. Your salary will be subject to normal periodic review based on corporate policy, your performance, and other factors considered by the Company in making salary determinations. Future adjustments in compensation, if any, will be made by the Company in its sole and absolute discretion. (Please refer to annexure I)

**Benefits.** After a probationary period (6 months) you will be eligible to participate in such benefit plans as the Company may at its discretion develop or implement from time to time, at a level consistent with and on such terms and conditions as other employees at your level and



experience within the Company. The current company benefit plans include the followings:

- Bonus through Employee Recognition Program (ERP).
- Annual salary increases based on performance review. Paid medical insurance with COVID-19 coverage right from the first day!
- Get up to 32 days of paid time off, monthly short leaves, marriage leaves, and unlimited unpaid vacation leaves. Yes, you read right, unlimited vacation, as long as there are no abuses and proper coordination.
- Annual salary increases with a predictable percentage increase based on performance review.
- Annual year-end bonus and monthly bonuses based on performance.
- Able to work from home 1 day per week, every week.
- Earn as much as INR 20,000 from the employee referral program.
- Happy Hour every Friday – Free meal every Friday with an extra hour of break time to bond with the team and participate in games and activities.
- Annual team-building – Shift gears and explore adventures with the team out of the office!
- Career development plans – We want you to grow and become the best at what you love.
- Casual wear in the office – Express your fashion or stay comfy!
- Flat organization with an open-door policy.
- Company paid certifications and training.

**Special Consideration:**

As a one-time relocation assistant, we can offer up to \$550 (converted to INR) under the following conditions:

- \$115 will be paid after the completion of one month of employment with us.
- If you successfully complete the six-month probation period and your performance meets our expectations, the remaining \$435 will be provided in your seventh month's salary.
- This amount is intended to cover your flight ticket and the transfer of your household belongings from Bangalore to Chandigarh. You declare that you are providing full authorization to the company to unilaterally deduct, even without prior consent, and refund directly to the company, the \$115 relocation assistance amount from your last pay in case you leave the organization before completing six months with the company.
- The team members understand that partial compliance with the Relocation Policy does not entitle them to a partial refund of the relocation amount

**Offer Letter Confidentiality & Non-Disclosure.** This offer letter and the information contained here is exclusively intended for **Kapil Goyal**. The unauthorized disclosure of this letter and its information, directly or indirectly, verbally, written or in any other form, will be treated as breach of confidentiality and a violation of CyzerG India Private Limited non-disclosure policies. In case



of disclosure or violation of this clause, this offer for employment with CyzerG India Private Limited will be automatically cancelled and the company reserves the right to pursue legal action.

**Employment Agreement.** Upon your accepting the letter of offer cum employment letter you will be required to execute and be bound by an Employment Agreement which shall be co-extensive and complete with this offer and terms of employment letter. Further this letter of offer cum terms of employment shall be binding on you as it shall be construed as part and co- extensive to the employment agreement. In addition, you shall be required to produce the following documents on joining:

- a. Relieving letter from the previous employer in original (if applicable)
- b. Copy of Aadhar Card, PAN and Passport
- c. Proof of education copy as submitted in the resume
- d. Copy of the certificate for COVID -19 vaccination issued or recognized by Government of India.
- e. Other documents as the company may require including a Certificate of medical fitness issued by Registered Medical Practitioner.

**Penalty for Violation.** In the event of any breach of the terms of the offer letter or employment agreement, there will be a penalty on the defaulting employee as determined on a case to case basis. Further, in the event of the employee violating the terms of the offer letter or employment contract, and eventually engages himself/herself in the litigation proceedings, such related expenses are to be met with and shouldered by the employee/candidate.

**Company Policies.** As an employee of the Company, you will be subject to and must comply with the Company's employment policies, operating practices, procedures, and policies which the Company may adopt or modify from time to time.

If you wish to take this employment opportunity, please sign the acknowledgement of receipt of this letter below and return it to the Company by no later than **2<sup>nd</sup> February, 2025**. By doing so, you represent and warrant that you are free to accept this position and execute the Agreement without breaching any agreement or contract with anyone else, including any existing or previous employment agreements, noncompetition agreements or other restrictive covenants.

We look forward to having you join CyzerG India Private Limited and anticipate that this will be a mutually beneficial relationship. If you have any questions, please feel free to give us a call. Congratulations on your new job! We look forward to your growth.



If this offer cum terms of employment along with the enclosures is not signed and returned to the Company by 2<sup>nd</sup> February, 2025 this offer document will be considered null and void

Sincerely,

Gunjan Varki  
Human Resources

RECEIVED AND ACKNOWLEDGED

\_\_\_\_\_  
Employee Name



\_\_\_\_\_  
Employee Signature & Date



## Annexure I

<b>CYZERG INDIA PRIVATE LIMITED</b>			
<b>SALARY BREAKUP</b>			
Name:	Kapil Goyal		
Designation	ASP.Net Developer		
		<b>Monthly Salary</b>	<b>Annual Salary</b>
Basic Pay		47,866.67	574,400.00
House Rent Allowance		19,146.67	229,760.00
Leave Travel Allowance		5,000.00	60,000.00
Children Education Allowance		200.00	2,400.00
PF : Employer's Contribution		1,800.00	21,600.00
Special Allowances		50,986.66	611,840.00
	<b>Gross Salary (CTC)</b>	<b>125,000.00</b>	<b>1,500,000.00</b>
PF : Employee's Contribution		1,800.00	21,600.00
Gratuity (Accrual Only)		2,302.39	27,628.64
	<b>Total Deduction</b>	<b>4,102.39</b>	<b>49,228.64</b>
	<b>Net Salary</b>	<b>120,897.61</b>	<b>1,450,771.32</b>
		<b>(Subject to Annual Bonus)</b>	
	<b>Cash in Hand</b>	<b>119,097.61</b>	<b>1,429,171.32</b>
		<b>(Subject to TDS)</b>	

