

Date: February 24, 2021

Mr. Grandhi G.N.V.V.M.S Ashok,
Hyderabad.

OFFER LETTER

Dear Grandhi G.N.V.V.M.S Ashok,

With reference to the interview and subsequent discussions you had with us, we are pleased to offer you the position of **Associate Software Engineer** in our organization on the following terms and conditions:

- You will be paid a total compensation of Rs. 2,05,000 (Rupees Two Lakhs Five Thousand Per Annum only) on cost-to-company basis
- You are requested to join with us on or before **March 1, 2021** at Hyderabad location.
- A **detailed appointment letter** with the **break-up of salary** will be issued to you at the time of your joining the company.
- You would need to travel as per business requirement if required.
- You would need to submit the following documents on the day of joining.
 1. Original educational certificates and mark sheets of the degrees obtained
 2. 3 Photo copies of PAN card
 3. 3 Passport / Voter ID / Aadhar Card photo copies
 4. 6 latest Photographs
 5. Salary certificate / Latest 3 months Pay slip and Form 16 or Form 26AS
 6. Relieving and Experience letters of present and previous companies

Note: Please revert with the confirmation of date of joining within 24 hours otherwise your offer will be cancelled automatically. This offer is valid subject to reference checks.

Joining Location: Tecnics Integration Technologies Pvt Ltd, Plot No. 12/1, Sector 1, HUDA Techno Enclave, Madhapur, Hitec City, Hyderabad – 500081.

(PTO)

Terms and Conditions of Employment

I. Ethical Duties & confidentiality

- a) During your employment with the company, we expect you to work with a high standard of initiative, and efficiency.
- b) You will devote your entire time to the work of the company and will not undertake any direct or indirect business or work, honorary or remuneratory except with the written permission of the management in each case.
- c) You are required to not to divulge, communicate or pass on any information related to any aspect of the company to anyone not employed effect, notwithstanding any other terms mentioned in the appointment letter.
- d) You are required to deal with the Company's money, material and documents with the utmost honesty and professional 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, the company will have a right to assess on its own basis and recover the damages of all such material from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

II. Medical Fitness and Verification of Personal Data

- a) We have engaged you of the presumption that the particulars furnished in your application and / or Bio-data are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, your appointment with the company shall stand terminated / cancelled without any notice.
- b) This appointment is subject to your being found and certified physically and mentally fit by a qualified Registered Medical Practitioner nominated by / acceptable to the Company. The management has the right to get you medically examined by any certified medical practitioner during the period of your service. The opinion of the Registered Medical practitioner nominated by the Company shall be final and binding on you.
- c) You are required to maintain yourself in a state of medical / Physical / Mental fitness and ensure annual medical checkups. In case you found medically unfit to continue with the job your services are liable for termination with immediate effect notwithstanding anything else in this letter.

III. Minimum Commitment Period of Employment and Termination of Permanent Service.

- a) By accepting this agreement, you are agreeing to work for Tecnicos Integration Technologies Pvt. Ltd. or any of its assignees for a minimum period of 3 Years on assigned project from the date of joining, or until terminated by TECNICS. You will be under probation for 3 months.
- b) During your probation period, if you have not performed well or we found any red mark in background verification, your employment can be terminated on immediate effect without any notice. Upon completion of probation a confirmation letter will be issued after successful review of your performance.
- c) You are required to give a 3 Months' notice to leave the company any time after fulfilling the minimum commitment period of employment as stipulated in III (a). To ensure that 3 months' notice period is observed you are requested to deposit your Original Certificates of Academic and Professional / Technical qualifications with the Company as a Security Deposit.

- d) After confirmation your employment can be terminated, with a notice of one month or payment in lieu thereof.
- e) If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice.
- f) Your services are liable to be terminated without any notice or salary in lieu thereof, for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission of any act involving moral turpitude, any act of indiscipline or inefficiency as compared to other employees or lower performance as compared to other employees of your category, you being adjudged insolvent or being convicted by any court and or any comprise or arrangement with creditors, suppliers and business associates of the Company.
- g) Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased properties) of the Company including documents, files, books, papers and memos in your possession or custody.

IV Jurisdiction

- a) The Laws of India shall govern this employment in all respects. All judicial matters will be handled only in Hyderabad, INDIA.

V Research and Development

- a) Any intellectual property resulting from research and development work undertaken by you for the Company is the property of the Company. You agree to fully disclose to the Company all inventions, designs, improvements and all discoveries and improvements are the sole property of the Company and you will not directly or indirectly contest any of the rights of the Company in respect of any patent design, trademark or copyright. You agree to give full assistance to the Company in obtaining patents and you will execute all documents and do all things necessary at the Company's expense to obtain letters of the patent and to vest in the name of the Company the full and exclusive title of such letters of the patent and to any copyright in the drawings, plans or diagrams relating to such inventions, designs improvements, discoveries and to protect them against infringement by others in all cases at the Company's expense. If you fail to take such action as set out in this paragraph it is agreed that this paragraph irrevocably constitutes the Company as your attorney to undertake all such action on your behalf.

VI Non-Competence Clause

- a) It is expressly prohibited to enter into any agreements or any other understanding with any of the Tecnics Clients, direct or indirect, during the course of your employment with Tecnics and for a period of two years upon the termination of your employment with TECNICS.

VII. General

- a) You will be governed by the service rules and regulations including the conduct, discipline appeal rules, administrative orders and such other rules / orders of the Company that may be in force from time to time.
- b) Your age mentioned in the matriculation /higher secondary certificates will be deemed to be the conclusive proof of your date of birth.
- c) You must notify the Company in writing of any change in your personal circumstances, such as your address marital status, birth of children, attainment of professional qualifications and so forth, failing which any communication sent on your last recorded address shall be deemed to have been served on you.

- d) The designation assigned to you is subject to change depending upon the work assignments from time to time.
- e) During our employment with the Company you may be posted / transferred to any of the Offices / Divisions / Departments / Units of the Company whether existing or to be set up in the same town or to any other Town / City anywhere in India or abroad, at the sole discretion of the management on the terms and conditions of the employment applicable at the place of posting.
- f) You will be entitled to leaves as per the leave rules of the Company currently in force and as amended from time to time.

If above terms are acceptable to you, please give your acceptance by signing the duplicate copy of the letter.

For Tecnics Integration Technologies Pvt. Ltd.



Govardhan Mendu
Asst. Manager HR

Grandhi G.N.V.V.M.S Ashok
Date: