

Ref: QTEL/IND/WP-0860

Date: Mar 03, 2020

Mr. Alexander Reddy Vatti

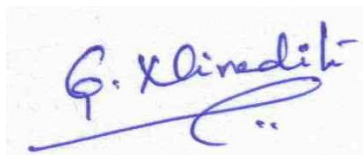
Sub: Offer of Appointment

Dear Alexander,

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Principal Engineer** operating out of **Hyderabad** delivery center.
2. Your **"Annual Compensation"** is attached herewith as in **Annexure-A**.
3. Your employment with us will be governed by terms and conditions referred in **Annexure-B**.
4. You are required to join on or before **06th Mar 2020** and offer stands withdraw hereafter, unless the date is extended and communicated to you in writing.
5. Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner, and return in **Ms. Nivedita Gummadi**, by **04th Mar 2020 failing which the offer stands withdraw hear after**. Kindly return the **"Acceptance of Offer"** as a token of your acceptance, mentioning the date of your joining Qvantel.
6. In case further clarifications, please communicate with **Ms. Nivedita Gummadi (on e-mail: nivedita.gummadi@qvantel.com)** and quote the reference as above.

We welcome you to **Qvantel** and look forward to a long and mutually beneficial association.

For **Qvantel Software Solutions Limited**,



Nivedita Gummadi
(HR Manager)

Signature of Employee

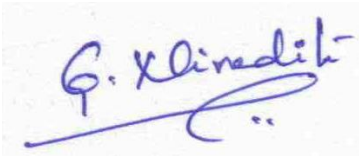
Encl: Annexure-A (Salary Structure), Annexure-B (Terms & Conditions of Employment),
Annexure-C (Check List)

ANNEXURE - A

Name : Alexander Reddy Vatti
Designation : Principal Engineer
Location : Hyderabad, India.

Particulars	Per Month (INR)	Per Annum (INR)
Basic	78750	
HRA	31500	
Conveyance Allowance	1600	
Special Allowance	99117	
Medical*	1250	
Meal Coupons	1250	
L T A	2083	25000
Provident Fund	9450	113400
Total	225000	138400
Gross Salary		2700000

Total Fixed Indian Salary per Annum – Rs. 27, 00, 000/- (Rupees Twenty-Seven Lakhs Only)



Nivedita Gummadi
(HR Manager)

Signature of Employee

ANNEXURE – B

1. Parties of the Contract

Qvantel Software Solutions Limited

1st Floor, Modern Profound Tech Park,
Sy.No 12 Whitefield Road. Kondapur, Serlingampally, Hyderabad 500084
(Herein after referred to as “the Employer” or “Company” or “Party”)

Mr. Alexander Reddy Vatti

(“Herein after referred to as “the Employee” or “Associate” or “Party”)
(“Herein after collectively referred to as “Parties”)

2. Employment Agreement

a. Code of Conduct

During the period of your employment, you will work honestly, faithfully, diligently and efficiency for the growth of the Company.

b. Probation

You are subjected to a probation period of six months from the date of joining.

c. Secrecy

You are expected to maintain unmet secrecy in regards to the affairs of the Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines techniques or systems, or information concerning the business or financial affair; and methods of operation, trade secrets, know-how, or inventions of Qvantel or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

You are obligated both in the duration of the contract and after the contract is terminated not to disclose to a third party or make use of in other purpose than designated by the Employer any information which is related to the Company and Employer’s customers, the concept of information understood in the largest possible meaning regardless of the sources of this information.

Breach of this provision shall be treated s a gross violation of the terms herein and your services are liable to be terminated without notice. Additionally, the Company may decide to pursue legal actions as per local regulations.

Signature of Employee

Qvantel Software Solutions Ltd.
1st Floor, Modern Profound Tech Park, Sy. No. 12, Opp. Ramalayam,
Kondapur Village, Serilingampally, Hyderabad - 500084.
Tel: +91 – 40 – 6455 5529.

d. Conflict of Interest

Your position with the Company calls for whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration

(Part-time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade business, during your employment with the company, without written permission from the Company.

3. Assignments/Transfer/Deputation

Though you have been engaged for a specific position the Company reserves the right to send you on training/deputation/secondment/transfer/assignments to sister companies, associate companies, clients locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of the company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests.

4. Job Description

You will work under the guidance of the Employer in the field of information technology, software services, R&D, and technical consultancy. Primarily, you are expected to take up the task as Principal Engineer of your respective field and taking up the tasks like 'bolting together' existing software products and getting incompatible platforms to work together, developing existing programs by analyzing and identifying areas for modification, maintaining systems by working closely with other staff, such as project managers, graphic artists, systems analysts, and sales and marketing professionals, constantly updating technical knowledge and skills by attending in-house and/or external courses, reading manuals and accessing new applications.

The Employer has the right to address also other similar kind of work to the Employee if necessary.

5. Termination of employment

- a. The Company can terminate this employment by serving a notice of at least 30 days in advance.

Signature of Employee

- b.** You can terminate this employment by serving a notice of at least 60 days in advance. However, if approved by the Company an associate may surrender leaves to his/her credit or pay salary (basic) in lieu of notice period. Similarly, the Company may pay salary (basic) in lieu of Notice, if required.
- c.** In case of Associates, who are governed by service agreements for serving a minimum stipulated period, the associate can exercise option under the clause 3(b) only on their completion of the stipulated service period agreed and provided therein.
- d.** Unauthorized absence or absence without permission from duty for a continuous period of 7 days would make you loose your lieu on employment. In such case your employment shall automatically come to an end without any notice of termination. In such event, the Company reserves the right to pursue legal actions to claim punitive damages from the Associate on loss of business activity.
- e.** You will be governed by the Company's laid Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, our service could be terminated without any notice notwithstanding any other terms and conditions stipulated herein. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- f.** Reference check will be made from your previous employers. In case there is any adverse report against you which may be detrimental to the interests of the company or if the information furnished by you is not true, the company reserves the right to terminate your services forthwith (notwithstanding any other provisions) on the grounds of misrepresentation of facts. In such event, the Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.

6. Statement of Facts

It must be specifically understood that this offer is made based on your qualifications and proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere In India or overseas. In case, later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not the right to terminate your service forthwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.

Signature of Employee

7. Company Policies

All Company policies (including access to office premises, mails, computer facilities and others) are available on the Internet. You are advised and instructed to go through these policies and strictly adhere to them.

8. Restraints

Access to Information

Information is available on need to know basis for specified groups. The network file is segregated to allow individual sectors for projects and units. Access to these are authorized through access privileges approved by unit Mentors or Project Mentors.

Escalation/Exception Reporting

- a) A set of areas/jobs to be carried out by each function/department will be decided.
- b) For each area/job – a suitable policy will be formulated/evolved.
- c) For every policy – stands of measurement will be laid down.
- d) Goals for year/quarter/month will be periodically reviewed.
- e) Deviation if any with regard to policies or standards will be monitored and brought up for discussion in review meetings if such deviation could wait till review meeting.
- f) Alternatively, if such deviation will pose a threat and it is not corrected it will be escalated immediately for corrective action jointly agreed and it will be implemented as per schedule. If there is any deviation/modification/amendment it will be further escalated to next level.

Authorization

Only those authorized by a specific of attorney may sign legal documents, representing the Company.

Smoking

We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as No-Smoking Zone.

Passwords

Access to our network, development environment and MS-Exchange is through individuals Password. For security reasons it is essential to maintain confidentiality of the same. If the Password forgotten, the Networking & Communication Group is to be contacted to reset and allow you to use a new password.

Signature of Employee

Unauthorized Software

You shall not install, download, copy, and duplicate any unauthorized or unlicensed software, programs, games, and attachments on to your computer systems.

Security

Security is an important aspect of our communication and office infrastructure. We shall have security personal deployed in all the floors taking care of the security.

Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipments/infrastructure out of the office premises for any reason the Associate shall obtain the gate pass from the security staff after the authorization from your mentor. There are two types of gate pass: (a) Returnable (b) Non returnable.

The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information.

For some projects, the Company uses sophisticated data encryption devices. Your work table and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One can take a duplicate key after signing for it for once own or team members table or storage.

a. Destroying papers & material

Any official communication which is confidential in nature shall be destroyed through paper shredder after the purpose is served.

b. Use of Company resources

You shall use the company's resources only for official purposes.

9. Overseas Service Agreement.

As the Company will be spending substantial amount of time and money for your deputation /secondment abroad, you will require to sign a deputation agreement with the Company and also execute a surety bond on such terms, as the Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) Your commitment to complete the project (ii) Your returning to India after completion of the project and serving the Company for at least a period of 1 year).

Signature of Employee

10. Intellectual Property Rights.

All intellectual property rights, including but not limited to, patents, copyrights, designs, trademarks and semiconductor chips developed by you during office time or using the Company infrastructure, or while performing or discharging official duties shall be the sole and exclusive property of the Company and the same shall be deemed to be work made for hire. You shall execute/sign such documents for the purpose of assigning such intellectual property, as and when required by the Company. The Company reserves the right to proceed legally against you and recover damages, where any such intellectual property is sought to be protected by you independently of the Company.

11. Jurisdiction

Any disputes arising out of or relating to this Contract, which cannot be settled by discussions between the Parties, shall be settled by arbitration by one (1) arbitrator.

The Parties expressly agree that all such disputes may be settled in arbitration. The arbitration shall be held in Helsinki or Hyderabad and the arbitration proceeding shall be conducted in the English language. In the event the Parties cannot agree the arbitrator within two (2) weeks, the arbitrator shall be nominated by the Board of Arbitration of the Central Chamber of Commerce of Finland or other competent authorities in India.

12. General

The above terms and conditions including those in Annexure – A (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Retirement, Code of Conduct etc. You will be governed by the rules of the Company as shall be in force from time to time.

13. Working Hours

The effective weekly working hours of the employee shall be 40 hours. The Employee will not be paid any compensation for work done in addition to or outside regular working hours unless the work has specifically been stipulated as overtime and agreed upon mutually.

Signature of Employee

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1st Floor, Modern Profound Tech Park, Sy. No. 12, Opp. Ramalayam,
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Tel: +91 – 40 – 6455 5529.

14. Time Reporting

You shall be present in the office during normal working hours as specified in the employee hand book and other documentation provided to you, or during hours expressly designated for you in writing. You shall provide details regarding the utilization of your time by entering same into Company's web-based electronic timesheets on a daily basis. In case you are attached to any project where the client may have requirement of recording specific time-efforts, you shall comply with such requirements also, in addition to Company's web-based electronic timesheets.

15. Amendments

This Contract may be amended only by written agreement signed by the both parties.

16. Copies of Contract

This Contract has been executed in two (2) counterparts; both parties have taken one.

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure-B and I here by accept and agree to abide by them;

Full Name :

Signature :

Address :

Date :

Place :

ANNEXURE - C

At the time of joining, you are requested to bring the following documents in original, along with a copy of each.

- a) Certificates supporting your educational qualifications along with mark sheets.
- b) Schooling Certificate (SSLC/ICSE) in support of your age
- c) 12th Class/ Intermediate Certificate
- d) Your latest Salary slip or Salary Certificates
- e) Your relieving letter from your present organization
- f) Service Certificate from the present employer
- g) Form 16 or Taxable Income Statement duly certified by previous employer (statement showing deductions & Taxable Income with break-up)
- h) Seven Passport sized color photographs
- i) Valid Passport
- j) PAN card and proof of PAN number

You MUST carry and provide your PAN card copy. Please note that it is mandatory to of salaries can be made without a PAN number.

- k) Birth Certificate should be from Municipal office on Form 9 of self, spouse and children (if applicable) with full name of the individual, full name of the father, full name of mother, date of birth and place of birth

* Your offer has been made based on the information furnished by you. However if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the Company reserves the right to revoke the offer.

Please bring the all the certificates supporting your educational qualifications along with marks sheets in original for verification only.

Signature of Employee