



TCS Confidential
Ref:TCS/2009-10/CC-C1Y/234542

April 29, 2009

Gunjan Bhatia
TCS - New Delhi

Dear Ms. Gunjan Bhatia,

The past year has been difficult, and this year continues to be challenging one for the IT industry. Amidst all the turbulence, we have demonstrated reasonable performance. This has been possible due to tremendous support that you have provided in terms of operational excellence and bringing cost efficiencies.

I would like to commend your efforts and contribution during the year. As we reflect on our achievements and prepare for the year ahead with more grit and drive, I would like to share with you your Annual Fixed Gross Compensation of **Rs. 2,81,789/-** for the year 2009-2010, which is inclusive of basic salary and other emoluments.

In addition to this, you will have the potential to earn performance pay of **Rs. 72,000/-** annually. A part of this performance pay will be paid to you on a monthly basis and the remainder on closure of each quarter, subject to company, unit and individuals achieving their targets.

The details of your compensation and related benefits are enclosed in the Annexure to this letter. Kindly note that the above details are specific to India and may be subject to change in case of long term deputation on international assignments, if any.

Warm regards and best wishes,

A handwritten signature in black ink, appearing to read 'Ajoy Mukherjee', is placed above the typed name.

Ajoy Mukherjee
Vice President & Head
Global Human Resources

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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Tel 91 22 6778 9999 Fax 91 22 6778 9000 website www.tcs.com

Registered Office Nirmal Building 9th Floor Nariman Point Mumbai 400 021



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ANNEXURE I

The details of your compensation and benefits are given below.

FIXED COMPENSATION

Basic Salary

Your Basic Salary will be **Rs. 11,000/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis. The components under Bouquet of Benefits are listed below.

- **House Rent Allowance**
To avail tax benefit on this amount, you have to access the TRLP link in the Employee Self Service Link in Ultimatix and submit rent receipts at least once a quarter to the Finance department of your base branch.
- **Conveyance Allowance**
Conveyance Allowance up to a certain limit is exempt from tax.
- **Sundry Medical Reimbursement**
To avail tax benefit on this amount, you have to access the sundry medical expenses form in the Employee Self Service Link in Ultimatix, and submit medical bills for the medical expenses incurred for your family and yourself.
- **Leave Travel Allowance**
If you wish to avail tax benefits, you need to avail a minimum of three days of earned leave, apply in Employee Self Service in Ultimatix and submit supporting travel documents.
- **Food Coupons**
Food coupons up to a certain limit are exempt from tax. These can be used in the company cafeteria, restaurants and for buying groceries, etc. The coupons will be made available to you at your depute location.
- **Personal Allowance**
This component is fully taxable. This is not a grade-linked benefit and does not accrue automatically. This allowance is subject to review and may change or be adjusted against other emoluments at a later date.

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VARIABLE COMPENSATION

Performance Pay

You are eligible for a Performance Pay of **Rs. 6,000/-** per month of which **Rs. 5,400/-** will be paid to you on a monthly basis. The remainder would be paid at the closure of each quarter based on the Company's performance during the quarter.

The Performance Pay is subject to review and may undergo a change based on the actual performance of the Company, unit and your own ongoing individual performance.

OTHER BENEFITS

Health Insurance Scheme

You are covered by the Group Health Insurance Scheme. The insurance cover entitles your family and you towards reimbursement of medical expenses up to **Rs. 50,000/-** per annum per insured, on payment of premium, as applicable. This scheme also provides enhanced hospitalization cover up to **Rs. 5,00,000/-** per annum per family, on payment of premium, as applicable. For details, please refer to the policy on HIS.

RETIRALS

Provident Fund

TCS will contribute 12% of your basic salary every month as contribution to the Provident Fund.

Gratuity

You will be eligible for gratuity in accordance with the rules applicable.

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ANNEXURE II

Table 1: Compensation Details

Component Category	Monthly	Annual
FIXED COMPENSATION		
Basic Salary	11,000	1,32,000
Bouquet Of Benefits #	10,516	1,26,200
Provident Fund	1,320	15,840
Gratuity	529	6,349
Health Insurance	NA	1,400
VARIABLE COMPENSATION		
Performance Pay 1	5,400	64,800
Performance Pay 2*	600	7,200
GROSS SALARY	29,365	3,53,789

Refer to Table 2 for TCS defined structure.

* Amount depicted will be paid-out on a quarterly basis up to a maximum as defined in the Annexure I.

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In case, you wish not to opt for the BoB, Defined Structure as given in Table 2 will be applicable.

Table 2: TCS Defined Structure for Bouquet of Benefits

Component Category	Monthly	Annual
House Rent Allowance	5,500	66,000
Conveyance Allowance	800	9,600
Sundry Medical Reimbursement	750	9,000
Leave Travel Assistance	916	11,000
Food Coupons	500	6,000
Personal Allowance	2,050	24,600
GROSS BOUQUET OF BENEFITS	10,516	1,26,200

Taxation: Taxation will be governed by the Income Tax rules. The Company will be deducting tax at source as per income tax guidelines.

To design your Bouquet of Benefits access the Link to BoB in the Employee Self Service Link on Ultimatix.

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