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**Offer Letter**

**January 17, 2024**

**Kunte Sai Prathap  
S/O Kunte Rangaswamy  
H NO 2-3C  
Chinna Tekur, Kurnool  
Andhra Pradesh -518218**

Dear **Kunte Sai Prathap**,

Congratulations! We are impressed with your performance in the interview and pleased to offer you employment with **People Tech Group** as **Junior Software Engineer**. Your date of joining will be **17<sup>th</sup> January 2024** and you will be paid a commencing salary of **INR 2,40,000CTC per Annum**.

This offer is valid for 2 days from date of release of this offer letter to you. Please confirm your offer acceptance and willingness to join by signing the copy of this letter. Please note that your appointment is subject to clear verification of your previous employment credentials, references, completion of academic program, physical fitness and submission of all the required documents. Your offer stands void and revoked with or without notice for any lawful reason.

Your appointment will be confirmed once you submit all the required documents at the time of joining.

Your employment would be subject to the Terms & Conditions, policies of the company and would be clearly captured in your appointment letter.

The Terms and Conditions of the offer are as follows:

1. Your appointment is contingent upon satisfactory reference & background checks, including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer).
2. Your designation may be changed at the discretion of the Company depending on the work assigned to you and the requirement/business needs of the company.
3. Your employment with the company is at-will. If you are separating voluntarily, you are required to serve notice period of 90 days, failure to give you're the requisite notice three months salary has to be paid to company. Irrespective of any changes during your employment at the company, this at-will relationship is not intended to change, except when in a client facing assignment.
4. At any stage of your employment with the company, if you are working on a client

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**People Tech Enterprises Private Limited**

RMZ Futura Block B, Plot No 14 and 15, Phase 2, HITEC City, Hyderabad – 500081, Telangana

Telephone: 040-41239999

facing assignment or if you are in a role which requires knowledge transfer necessarily, you shall be required to conduct knowledge transfer before being relieved. While working on a client facing assignment, you or the Company may terminate your service at any time by giving 60 days of notice or one months' basic salary in lieu thereof except in some circumstances, based on the need and the client concerned, the company may require you to serve a period of 90 days for transition.

5. Upon your resignation, you are required to return all company's assets and property back to the relevant person(s)/department(s).

6. Your remuneration shall remain confidential and is to be strictly kept between yourself and the Company. You should be aware that your compensation is determined based on numerous factors such as your job, skills, specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

7. During your service with the Company you are expected to devote your time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other business.

8. Any Information pertaining to company operations are to be treated as intellectual property and is bound by a confidentiality and a non-disclosure clause of your terms of employment. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.

9. If any information furnished to the Company in pursuance to your application for employment or during the selection process is found at any time to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without any notice or compensation.

10. You shall abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please acknowledge your acceptance.

**Welcome to People Tech Group!!!**

Sincerely,

**Vijaya Lakshmi V. R**  
**Director-Operations**

**Kunte Sai Prathap**  
**Date: 17-Jan-2024**

**Encl: Annexure and Salary Break-up.**

**Annexure - A**

**COMPENSATION STRUCTURE**

**Name** : Kunte Sai Prathap  
**Designation** : Junior Software Engineer  
**Location** : Hyderabad

Salary Structure		
Head of Allowance	Per Month	Per Annum
<b>A. Fixed Component :</b>		
Basic Pay	5,750	69,000
HRA	2,875	34,500
Medical	1,250	15,000
Conveyance	1,600	19,200
Special Allowance	4,797	57,564
Advance Bonus	1150	13,800
Company PF Contributions	1,745	20,940
<b>Total Monthly Gross</b>	<b>19,167</b>	<b>2,30,000</b>
<b>B. Variable Pay</b>		
Annual Performance linked Compensation(APLC)		<b>10,000</b>
<b>Total Cost to the Company (CTC)</b>		<b>2,40,000</b>
<b>Take Home</b>		
BASIC + HRA + CONV.+ MEDICAL+Allow+Bonus	17,422	
<b>Deductions:</b>		
Provident Fund (Employee)	1,745	
ESI(If applicable)	144	
Professional Tax (as applicable)	150	
<b>Total Deductions:</b>	<b>2,039</b>	
<b>Net Take Home</b>	<b>15,383</b>	

Sincerely,

**Vijaya Lakshmi V R**  
**Director-Operations**

Received and Accepted

Signature of the Employee  
Date: