

PRIVATE AND CONFIDENTIAL

ABS1007

Date: 08 July 2022

Mr. Srinivasan
28/89A Raju Street, Mannivakkam
Chennai-600048.

Dear Mr. Srinivasan,

We thank you for deciding to be a part of the Company **Ardens Business Solutions Private Limited** family.

Congratulations! We are pleased to confirm that you have been selected to work for Ardens Business Solutions Private Limited. We are delighted to make you the following job offer.

The position we are offering you is that of Frontend Developer at a monthly salary of Rs.12500/- with an annual cost to the company Rs.1,50,000/-.

This position reports to Frontend Developer, Mr. Srinivasan. Your working hours will be from 9AM to 6PM

Commencement of employment: You have joined our services on date of joining and the said date has been recorded as your Date of Joining and will be considered as such for all future purposes pertaining to your employment association with us.

Compensation & Benefits: Please refer to Annexure I, for details of your remuneration and benefits as applicable to you. The aforesaid CTC is subject to applicable taxes and statutory deductions that may prevail from time to time.

Transfer:

- While your current posting is in Location with Department, the company reserves the right to transfer you to another location, unit, department or company, associate company, subsidiary company, group company based on its requirements.
- In the event of such transfer you will be required to abide by the rules and regulations, service conditions and benefits of the department, store and location where you are transferred to.

Governing Terms & Conditions:

- You will be governed by the clauses mentioned in your Service Agreement, TCOC (Tata Code of Conduct), company HR policies and POSH (Prevention of Sexual Harassment) at all points of time during your tenure of employment with the company. Please note that the appointment is subject to the background document verification. Please note that failure to adhere to these norms, may lead to immediate termination from the services of the company.

Declarations:

- This appointment is made on the basis of information provided by you. Should it prove untrue or incorrect at any time, the Company reserves the rights to take appropriate action including forthwith termination of service. We shall be entitled to initiate necessary enquiries with the source of reference provided by you. In case of unfavorable report, we shall be entitled to take appropriate steps including forthwith terminating this agreement

Wish you a successful professional stint with us. We look forward to a mutually beneficial and enriching experience having you on board. All the best!

Warm Regards,
For **Ardens Business Solutions Private Limited**

Name,
Authorised Signatory Designation

I have read the above terms and conditions of my appointment. I accept the same.

Applicant Name
Employee Code

Encl:

1) Service Agreement

ANNEXURE I		
Ardens Business Solutions Private Limited		
Employee No		
Name		
Designation		
Department		
Date of Joining		
Remarks		
SALARY BREAK - UP DETAILS		
SALARY COMPONENTS	INR PER MONTH	INR PER ANNUM
Basic		
HRA		
Special Allowance		
Gross Salary		
Employer's Contribution to EPF		
Employer's Contribution to ESI		
CTC (Cost to the company)		
Employee's Contribution to EPF		
Employee's Contribution to ESI		
Employee's Contribution to PT		
Net - Take Home		
Remarks: -----.		