

Date: 03rd March 2020

Saurav Kumar

Bangalore

STRICTLY PRIVATE AND CONFIDENTIAL

Dear Saurav,

Welcome to SigTuple!

We are very pleased to extend you an offer with SigTuple Technologies Pvt Ltd ("SigTuple") as **Software Engineer – I**. We hope that SigTuple will provide you with a satisfying and challenging work environment along with a successful growth path.

Your annual CTC will be **INR 9,00,000 (INR 8,10,000 as Fixed + INR 90,000 as Performance Bonus)**. Detailed compensation package is enclosed as the "Compensation Letter", which is annexed as Annexure A herewith. A Checklist of Documents you must bring to work is attached as Exhibit B.

The terms of your engagement shall be governed by the provisions of the Employment Agreement as well as the internal policies, guidelines and regulations of SigTuple as issued and adopted by SigTuple from time to time. Your commencement date as well as the terms of employment may be altered unilaterally, at the management's discretion at any time prior to you joining SigTuple. Your appointment will be conditional on the conducting of satisfactory verifications, background checks and profile verifications on your credentials, in accordance with the SigTuple internal business policies.

Employment Agreement Clause

The Employee hereby agrees to abide by SigTuple Anti-Corruption and Anti-Bribery Policy. Further, the Employee hereby covenants and undertakes that during the performance of his/her obligations under this Agreement, whether prior to execution hereof or subsequently:

Not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Benami Transactions (Prohibition) Act, 1988, Prevention of Money Laundering Act, 2002, Prevention of Corruption Act, 1988, and the applicable provisions of the Indian Penal Code, 1860, or any other statute or applicable law with regards to curbing bribery or corruption.

Comply with all the applicable laws prohibiting bribery and in doing so will provide nothing of value to any government official.

We are looking forward to the prospect of a long and productive relationship between you and the SigTuple team. Please advise us of your decision at your earliest convenience and feel free to contact us with any questions that you may have. SigTuple reserves the right to withdraw the offer made to you, before your acceptance of the same, without providing any reasons to you. You are expected to accept this offer **by 5th March 2020** and join SigTuple on **8th April 2020**.

We are eager to welcome to you at SigTuple and wish you a prosperous time with us.

Yours sincerely,

For **SigTuple Technologies Pvt Ltd**

Read and Accepted



S Ravindra
Sr. Director People Operations

Employee Name & Signature

Annexure-A

Compensation Letter

The Employee shall be entitled to receive compensation in accordance with the terms set forth in this Compensation Letter for any and all the services of every nature rendered and to be rendered by the Employee in connection with his employment with the Company as laid down in this Agreement in India. The Employee shall be bound by the terms and conditions set forth in this offer letter.

Name	Saurav Kumar
Designation	Software Engineer – I

Salary Components	Monthly	Annually
Basic	27,000	3,24,000
HRA	10,800	1,29,600
Special Allowance & Flexi Benefit Plan	26,601	3,19,216
GROSS SALARY (A)	64,401	7,72,816
Provident Fund (Company Contribution)	1,800	21,600
Gratuity	1,299	15,584
TOTAL RETIRALS (B)	3,099	37,184
CTC (A+B)	67,500	8,10,000
Performance Bonus (C)		90,000
Total CTC (A+B+C)		9,00,000

Note:

- The performance bonus if reflecting in your CTC will be prorated into four quarters and based upon your quarterly performance you will get the payout.
- The is the minimum performance bonus you will receive if you perform satisfactorily however it can increase/decrease depending on your performance.
- You will be covered under the Payment of Gratuity Act 1972 and will be eligible for gratuity benefits under the scheme after completion of stipulated period of employment in the Company. The gratuity is payable on retirement from service or separation from the company on meeting the conditions of the act. Period of absence without pay will not be included for arriving the period of service for Gratuity entitlement.

Yours sincerely,

For **SigTuple Technologies Pvt Ltd**

Read and Accepted



S Ravindra
Sr. Director People Operations

Employee Name & Signature

Annexure-B

CHECKLIST OF DOCUMENTS

Please carry the photocopies of the following documents along with the ORIGINALS when you report for work which is MANDATORY.

- ☐ Experience /Relieving letter/ Hike letter or Appointment letter
- ☐ Relieving letter from the last 3 previous employers (As applicable)
- ☐ Educational Certificates (10th, 12th and Graduation and Post-Graduation as applicable)
- ☐ Latest three months' salary Slips and Bank Statement that reflects
- ☐ Address Proof (DL/Voter's ID/Passport)
- ☐ PAN Card-Mandatory
- ☐ Aadhar Card -Full Card Copy (Mandatory)
- ☐ 4 passport size photographs
- ☐ UAN Number Copy - Previous employer(If any)
- ☐ Cancelled cheque with name(Mandatory)