



## Offer Letter

Dear Mr/Ms. Subradeep Das

We would like to congratulate you on being selected for as an intern to work and assist in the Technical activities of NIELIT

We are pleased to offer you an internship for a period of 6 Months beginning 18-08-2025 to 17-02-2026

During the internship you will be required to discharge the responsibilities allocated by the NIELIT Tripura (Agartala) in furtherance of your role. The NIELIT Tripura (Agartala) may also assign additional responsibilities as needed to promote effective learning. The offer is subject to the acceptance of the following terms:

### **Deliverables:**

In the course of the internship, you will be required to meet technical requirements as directed by the reporting officer.

### **Stipend and Allowances:**

You will be paid a stipend of Rs. 10000 on a monthly basis, subjected to fulfilment of defined criteria including attendance, etc.

### **Workplace Conduct:**

You will be required to adhere to professional standards of workplace conduct.

### **Confidentiality and Deliverable Ownership:**

During the course of the internship, you may be given access to sensitive and privileged information in furtherance of the work. You will be required to maintain confidentiality of such information failing which the internship would stand terminated and you may be liable to legal action

The final ownership & responsibility of the reports, designs, tools and other intellectual property generated during the course of the internship will lie with the NIELIT Tripura (Agartala)

### **Disputes:**

The final ownership & responsibility of the reports, designs, tools and other intellectual property generated during the course of the internship will lie with the NIELIT Tripura (Agartala)

During the course of the internship, any dispute arising between you and NIELIT Tripura (Agartala) will be settled amicably in accordance with NIELIT Tripura (Agartala)

If you agree to the above terms of the offer, please indicate acceptance of the offer letter and below undertaking to the undersigned.

By accepting this offer, you confirm that you have not previously enrolled in the WBL Programme under this scheme at any other center. Any false information provided will result in the cancellation of your candidature, and you will be required to repay any stipend received.

Sincerely,

NIELIT Tripura (Agartala)

Date : 18/08/25

## Under Taking

I, Subradeep Das R/O Meghalaya, East Khasi Hills who is undergoing an internship at NIELIT, do hereby undertake on this the 18-08-2025, the following:

1. I will be present at the premises of the NIELIT or any other venue, as notified by the nodal officer/authorized officer of NIELIT, to undertake tasks assigned to me for the duration of the internship. I will communicate to the nodal officer/authorized officer should there be any reason or inability to be present.
2. I will communicate regularly with the said nodal officer/authorized officer on the progress of the tasks undertaken and furnish the monthly progress report to be evaluated by the said nodal officer/authorized officer.
3. I understand that any work products/IPR produced during the internship is a property of NIELIT and the terms of its use shall be decided at the discretion of the NIELIT.
4. I declare that, I will neither join in any coercive agitation/strike for the purpose of forcing the concerned authorities to solve any problem, but amicably resolve the same through the nodal officer or appropriate grievance redressal mechanisms.
5. I will adhere to workplace norms and abide by ethical standards followed in NIELIT. In the instance of a professional misdemeanour or misconduct I understand that the concerned authorities shall terminate my internship and may take appropriate legal recourse as provided under the law of land.
6. I declare that, I shall be solely responsible for any act/actions of disrepute and shall be liable for punishment as per the law of the land. I further understand that the NIELIT or concerned authorities shall in no way provide any legal support to me and will not be held responsible.
7. I declare that I have not been convicted or found guilty of any criminal offence or associated with or accomplice to an ongoing criminal investigation.

During the course of the internship, you may be given access to sensitive and privileged information in furtherance of the work. You will be required to maintain confidentiality of such information failing which the internship would stand terminated and you may be liable to legal action

8. I declare that I am not suffering from any serious/contagious ailment and/or psychiatric/psychological disorder which may hinder my performance as intern.
9. I further declare that, my internship shall be terminated forthwith at any stage, if I am found to be ineligible and/or the information provided by me are found to be incorrect or on grounds of misconduct etc. as came to the notice of NIELIT.
10. I hereby undertake to inform NIELIT and concerned authorities, about my changes in information submitted by me, in the application and any other documents, including changes contact details/addresses/phone nos. etc., from time to time.

Sincerely,

Date: 18/08/25  
Internship ID: INTERNSHIPGOV\_17485341596838838f03258  
Name of Student: Subradeep Das