

Mr. Ibba Mohan Kumar

Date: 15.11.2021

**SUB: OFFER LETTER**

Further to the interview and discussions we had with you we are pleased to offer you the position of **Junior Developer** with the Annual Cost to Company (CTC) of **Rs. 3,60,000 (Rupees Three Lakh Sixty Thousand Only)**. The CTC includes PT, PF, Medical Insurance and IT deductions as required by the GOI regulations. The salary breakup is mentioned in the **Annexure-I**.

Your remuneration is a confidential matter; you are requested not to disclose your salary with any other employee. Your place of posting will be at Hyderabad, India. However, the Company may transfer/shift you to any place of business of the Company and or its Subsidiaries, Affiliates as existing / being operated presently or acquired or proposed to be set up at a later stage in any part of the world at any time. You may also be deputed to work on any assignment/s that the Company may delegate to you from time to time.

You will be reporting to **Mr. Mohammad Badiyuzama** until further notice in this regard. You will be on probation for a period of six months from the date of joining. The normal working hours are 9:30 AM to 6:30 PM with 30 (thirty) minutes lunch break, Monday through Friday. The other terms and conditions of employment etc. would also be communicated to you in the appointment letter which will be issued on the date of joining.

As discussed, and accepted by you, your date of joining shall be on or before **01.12.2021**. This offer is valid till **01.12.2021**. Your Commitment Period will be from **01 December 2021** to **01 December 2022**, in case you decide to leave the organization before the stipulated commitment period, then you shall be liable to pay the organization a sum equivalent to your annual CTC as liquidated damages.

BOB eProcure Solutions Pvt Ltd has the right to withdraw the offer in case we do not hear from you by the cut-off date or due to other business reasons.

This letter of offer is based on the information furnished in your application for employment and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

Please produce the below mentioned documents on the date of joining:

1. Copies of relevant Education & professional Certificates
2. 3 months' Salary Slip & Offer letter from present employer
3. Identity proof
4. Address proof
5. Form 16 from present employer
6. Four color passport size photographs.

We look forward to having you on board BOB eProcure Solutions and wish you every success in your appointment.



**Samrita Singh**  
**Authorised Signatory**

I, \_\_\_\_\_ have read, understood and accept the above-mentioned terms and conditions.

Date:

Signature

**Annexure 1**

**Mr. Ibba Mohan Kumar**

As per the salary CTC mentioned in the offer letter, below is the salary breakup.

<b>Sl no</b>	<b>Particulars</b>	<b>Per Month</b>	<b>Per Annum</b>
1	Basic Salary	15,000	1,80,000
2	HRA	6,000	72,000
3	Medical Allowance	2,083	24,996
4	Conveyance Allowance	1,600	19,200
5	Special Allowance	5,317	63,804
	<b>Cost to the Co.</b>	<b>30,000</b>	<b>3,60,000</b>

Deductions applicable on the above are as follows:

1. Professional Tax - Currently Rs 200 per month as per GOI Regulations.
2. Medical Insurance - Basis the age and number of dependents the amount will be communicated and this is an optional deduction, resource can decide to opt out.
3. TDS - applicable as per the GOI norms.