



**RNB**

GLOBAL UNIVERSITY

Educating stars for tomorrow

**Placement Details of**

**2016-2017**

**RNB GLOBAL UNIVERSITY**

RNB Global City, Ganganagar Road,  
Bikaner, Rajasthan 334601

**List of Students of 2016-17**

Year	Name of student placed and contact details	Program graduated from	Name of the employer with contact details	Pay package at appointment
2016-17	Arti Rathi	MBA	E Com Shipping Solutions P Ltd Head Office: Deep Ganga House, A-60, Mahipalpur, New Delhi-110 037	216,000.00
2016-17	Ms. PreetiRathi	MBA	ICE Creative Excellence Private Limited Corp Office : Loadstar Bldg, Killick Nixon Compound, Saki Vihar Road, Nr. Chandivali Petrol Pump, Andheri (E), Mumbai-400072	300,000.00
2016-17	Mr. Ankit Sand	MBA	Mr. Amresh Mishra, TCI Express Ltd. Mumbai Regional Office 0124-2384090	315,114.00
2016-17	Ms. Anmol Baid	MBA	Ms. Mridulla Solanki, RidhiSidhi Mines Baidonkipirol, Assaniyo ka chowk, Bikaner	216,000.00
2016-17	Ms. DeekshaBhura	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291-6651200	301,000.00
2016-17	Mr. Diwanshu Gaur	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway	301,000.00



			Jodhpur, 0291-6651200	
2016-17	Mr. Madan Mohan	MBA	Ms. Sheena Marwaha Talent4Assure Assessment Services Private Limited +91 7290033805/ +919899282250	264,000.00
2016-17	Nikhil Kumar Bihani	MBA	Parul Arora- HR F/196- 199, Bichwal Industrial Area , Bikaner-334006 BIKAJI FOODS INTERNATIONAL LIMITED	240,000.00
2016-17	Varun Kumar	MBA	Ms. Sheena Marwaha Talent4Assure Assessment Services Private Limited +91 7290033805/ +919899282250	264,000.00
2016-17	Rajshree Vyas	MBA	Sun Shine food products F-88-89, Bichhwal Industrial Area 0151- 2225232	168,000.00
2016-17	Sachin Kumar Sarda	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291- 6651200	301,000.00
2016-17	Sonali Bhansali	MBA	Premier InfoAssists Pvt. Ltd. ,Kharsa # 47-50 Bhakrasni Road, Pali Highway, Jodhpur, 0291- 6651200	301,000.00
2016-17	Uma Sharma	MBA	DB CORP Limited (Radio Division) Corporate Office Delhi 94.3 MyFM	206,000.00
2016-17	Sunita Siyag	MBA	Ms. Mridulla Solanki, RidhiSidhi Mines Baidonkirol, Assaniyo ka chowk, Bikaner	216,000.00



2016-17	Vikas Sharma	MBA	Epic Research Pvt. Ltd. 4ll Millinda Manor 2 RNT Marg Indore 452001 M.P. India Phone: 73 1-6642306	253,616.00
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## E Com Shipping Solutions P Ltd

Head Office: Deep Ganga House, A-60, Mahipalpur, New Delhi-110 037.

### Intimation to Appointment

Dear Ms Arti Rathi,

With reference to your application and subsequent interview we are pleased to inform you that you have been selected to be an employee of the Company.

As intimated to you during interview that you would be offered the position of Executive Human Resource. You will report at our head office located at Mahipalpur.

Your emoluments shall be 2.16 Lakhs per annum.

You are required to submit the following documents on the day of your joining and complete the formalities:

1. Xerox copies self-attested of Education/Professional/Technical Qualification (Class 10<sup>th</sup> Equivalent and above).
2. Documentary evidence of date of birth.
3. Document in support of residential address (Passport/Aadhar Card/Election Card).
4. Four latest passport size colour photographs.
5. Medical fitness certificate.
6. Joining report with Specimen Signatures.
7. Copy of PAN
8. Any other documents you wish to submit in support of appointment.

You are required to join the organization latest by 20<sup>th</sup> March 2017, 10 am failing which it shall be presumed that you are not interested in the offer which shall stand cancelled on 20<sup>th</sup> March 2017.

Congratulations.

Yours faithfully,  
for E Com Shipping Solutions Pvt. Ltd.

(Authorized Signatory)



13<sup>th</sup> February 2017

Ms. Preeti Rathi  
Near 15 No. school,  
Outside Jassusar Gate (Bikaner)

Dear Ms. Preeti,

Welcome to ICE !

We are pleased to utilize your professional services as "Management Trainee-Education" with ICE Creative Excellence Private Limited with effect from 21<sup>st</sup> February 2017 to 28<sup>th</sup> February 2018 at Delhi office on the following terms and conditions:

Parties to the contract:

ICE Creative Excellence Pvt. Ltd. (herein after referred to as "ICE"), a company incorporated under the Companies Act, 1956 having its Registered Office at Loadstar Building, Killick Nixon Compound, Saki Vihar Road, Near Chandivali Petrol Pump, Andheri (E), Mumbai - 400072 (which expression shall, unless it be repugnant to the context or meaning hereof, be deemed to mean and include its successors and assigns)

&

Ms. Preeti Rathi (hereinafter referred to as "Professional"), a citizen and resident of India having her residence at Near 15 No. School, Outside Jassusar Gate, Bikaner having PAN No. \_\_\_\_\_ (which expression shall, unless it be repugnant to the context or meaning hereof, be deemed to mean and include its successors and assigns)

WHEREAS

1. ICE is inter-alia engaged in the business of imparting training & education to aspirants who are keen to make career in media & entertainment industry.
2. The Professional represents that she is adequately qualified and also has the requisite experience in the field of marketing, skill to counsel, guide and enroll the students desirous of pursuing training on courses provided by ICE and other activities as defined from time to time which the Company has accepted.
3. The parties mutually agreed to enter into this contract, wherein Professional has agreed to provide her services as **Management Trainee-Education** based at our **Delhi office** as per the scope of work listed below and the Company agreed to obtain her services on the terms and conditions stated hereunder in this contract.

Now, therefore in consideration of the mutual agreements, covenants and conditions herein contained, ICE and Professional agreed as follows:



## 1. TERMS AND CONDITIONS

- 1.1. The effective date of this contract is from 21<sup>st</sup> February 2017 and this contract shall end on 28<sup>th</sup> February 2018, unless terminated by either party as per the provisions stated in point 5 below.
- 1.2. This contract can be renewed after the expiry on such conditions as mutually agreed by ICE and the professional.
- 1.3. That the Company will procure services of Professional as a Management Trainee-Education on an exclusive basis to the Company.

### 1.4. Responsibilities FOR PROFESSIONAL

- 1.4.1. The Professional understands and agrees that she owes to the Company an obligation to use her best efforts at all times.
- 1.4.2. The Professional hereby acknowledges that she is in a position of trust in performing the duties and would report to any person delegated by the company for the assignment.
- 1.4.3. She will report to Ms. Anjali K Singh, Area Head – Delhi/NCR.

### 1.5. THE SCOPE OF WORK

- 1.5.1. As Management Trainee-Education, she will be responsible and accountable for
  - 1.5.1.1. Portal wise Admission & Collection targets for Centre assigned.
  - 1.5.1.2. Regularly interfacing with School / College authorities, seeking permission to conduct activities as advised by Regional Head/ Centre Director from time to time.
  - 1.5.1.3. Lining-up of activities, Planning & managing the logistics of the same.
  - 1.5.1.4. Tele-calling Leads / Enquiries generated from various sources, obtaining Confirmations & ensuring their Attendance.
  - 1.5.1.5. Taking effective Presentation to Enquiries.
  - 1.5.1.6. Counseling & converting the Enquiry to enroll for the ideal Program as per ICE's guidelines.
  - 1.5.1.7. Will be required to travel outside base station for conducting activities to generate Business.
  - 1.5.1.8. Keeping Cost of Acquisition within prescribed limits.
  - 1.5.1.9. Keeping a close tab on Competition activities.
  - 1.5.1.10. Preparing and sending timely and accurate MIS Reports to management.



## 1.6. ICE GUIDELINES

- 1.6.1. She shall adhere to the quality standards defined for the role in true spirit and letter of integrity.
- 1.6.2. She will be continually measured on various counts like enrollments, counseling quality, revenue and collections. In case, ICE is not satisfied on above grounds, ICE would be authorized to take appropriate action.
- 1.6.3. In case of absence without notice in writing for more than 3 days, ICE may revoke the contract without notice.
- 1.6.4. The office timings for the professional will be 10.00 am to 06.00 pm on all six (6) days of the week, i.e., Monday to Saturday.
- 1.6.5. During the Period of professional contract, She will be entitled to only approved list of public holidays as announced from time to time. Any additional off day shall amount to deduction of professional fees on a pro-rata basis.

## 2. CONFIDENTIALITY

- 2.1. The Professional shall not disclose, use or provide any proprietary information, marketing strategies and other techniques and know-how related to the programs and any other information related to ICE to any third party.
- 2.2. The Professional shall not use the ICE's name and/or trademark except as provided by this contract. The Service Provider shall not use any signboard depicting ICE, unless authorized / permitted to do so.
- 2.3. Both parties agree that ICE shall be and shall always remain the sole owner of all Intellectual Property Rights in the material, content, training methodology, training formats and the Service Provider shall not do or permit to be done or cause to be done any act or thing in derogation of any of the rights of ICE or dispute or raise a counter claim to such rights at any time.
- 2.4. The Professional acknowledges and agrees that any Confidential Matter is for the Company's exclusive benefit and that both during his Consultancy with the Company and at all times thereafter, she will not directly or indirectly use or disclose any Confidential Matter except for the sole benefit and with the consent of the Company.
- 2.5. The Professional hereby undertakes that she has and will be having the confidential information in regard to projects of the Company and if she attempts to disseminate it or copy it or redesign or remake it or manipulate it in part or in full it will be a serious material breach during and after her tenure hereof and such breach shall be a serious criminal breach of trust.



### 3. INVENTIONS, TRADEMARKS, PATENTS AND OTHER INTELLECTUAL PROPERTY

The Professional expressly covenants and agrees that to the extent that the Professional generates intellectual property including but not limited to, copyrights, inventions, trademarks, and patents (collectively "Intellectual Property") during the course of his duties performed on behalf of the Company, she shall and hereby does convey, assign and transfer ownership to the Company of all such Intellectual Property.

Further, the Professional hereby acknowledges that she retains no rights whatsoever with respect to the above-stated Intellectual Property, including but not limited to any rights to reproduce, prepare derivative works, file applications and extensions, copy, distribute, exhibit, use and /or display publicly or otherwise, license or assign to any third party the right to do any of the foregoing.

### 4. VIOLATION OF INTELLECTUAL PROPERTY

The Professional undertakes that all the matters and materials that she uses and includes in her work with ICE will not violate or infringe upon the intellectual property of any other party. The Professional further covenants that she will take sole personal responsibility of any such violation or infringement and indemnify the Company of any damages arising thereof.

### 5. TERMINATION

5.1. This contract may be terminated before its expiry by either party by giving 15 days' notice or payment of equivalent monetary compensation in lieu of such notice to the other party. The Professional will be required to complete all the tasks assigned to her.

5.2. ICE shall be entitled to terminate this contract without any notice in special circumstances which would inter alia include:

5.2.1. Any financial or intellectual property related misappropriation or breach,

5.2.2. Breach of the confidentiality conditions of this contract

5.2.3. if you disregard your duties to the Company or are found guilty of mismanagement or misconduct or negligence

5.2.4. if you fail to observe the code of conduct/guidelines/ policies which you are required to follow as a professional providing services to the Company

5.2.5. if you violate any law of the land, rules or regulations of India or any other country, where you might be deputed for official purposes by the Company



5.2.6. if at any stage during your term, the Company finds out that any information provided and/or representation made by you at the time of joining the Company, on the faith of which the Company has recruited you, is false and/or misleading or in case of concealment of any material fact, which you ought to have disclosed prior to joining the Company.

5.3. During the term of this agreement and for a period of 5 years subsequent to the termination of this agreement, you shall not directly, indirectly, or through any other party solicit business conflicting with the interest of the company, from and/ or perform services from any existing or prospective customer of the Company irrespective of whether you had any contact with or exposure with such customer during the term of this agreement.

5.4. In case the Professional terminates the contract without notice or completion of assigned activities, ICE reserves the right to deduct/penalize up to 100% of the contract fee for the same

## 6. JURISDICTION

6.1. The parties agree and acknowledge that any dispute or controversy arising out of or relating to or concerning any act or term of this Contract or the parties Consultancy relationship shall be resolved as per **paragraph 7**, or in case of any unresolved differences, in a court of competent jurisdiction located within Mumbai as per law of the land (India).

6.2. In case of any breach of any term and conditions by any party, the other party will be also at an option to seek an ex- parte relief or injunction against the breaching party.

## 7. ARBITRATION

Any Dispute that is not settled to the satisfaction of the Parties by mutual negotiations shall be finally resolved by arbitration in accordance with the Indian Laws of Arbitration. Both the parties shall appoint one arbitrator each who in turn will appoint one arbitrator by the mutual consent. The Arbitration proceedings will be conducted in accordance with the Arbitration and Conciliation Act, 1996 or any other law, as in force on the date of proceedings. The place of arbitration shall be Mumbai.

## 8. SEVERABILITY

If any provision of this contract shall for any reason be held invalid, then the invalidity of such specific provision shall not be held to invalidate any other provisions of this contract, which shall, therefore, remain in full force and effect.

## 9. TRANSFER:

During the term of this contract, the management may transfer/depute you to any of the offices/ departments/ divisions of the company/ associate company, presently existing or to be set up in future in India or abroad, in its absolute discretion. You agree to travel/relocate to any location in India or abroad for official purposes as per the requirements of the Company.



## 10. NOTICES

All notices requested or communications permitted to be given hereunder by the parties hereto shall be made in writing and shall be deemed to be sufficiently given or made, upon being delivered personally or by registered post. All such notices, request or other communications shall be directed to the addresses set forth below, or at such other address as shall from time to time be notified to the other parties:

ICE Creative Excellence Private Limited  
Corp Office : Loadstar Bldg, Killick Nixon Compound, Saki Vihar Road,  
Nr. Chandivali Petrol Pump, Andheri (E), Mumbai-400072

And

Ms. Preeti Rathi  
Near 15 No. School,  
Outside Jassusar Gate, Bikaner



## 11. ENTIRE CONTRACT

This Contract, set forth all the covenants and promises, agreements, conditions and understandings between the Company and the Professional concerning the subject matter hereof and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between them other than are herein set forth.

IN WITNESS WHEREOF, the parties hereto have read and fully understood its contents and hereby agree to comply with its terms and conditions and have caused this Contract to be duly executed by their authorized representatives in the presence of witnesses on the date first above written.

We look forward to a long, successful and pleasant association!

For

ICE Creative Excellence Private Limited

\_\_\_\_\_  
Authorized Signatory

Acknowledgement & Acceptance:

I, Ms. Preeti Rathi, have read and understood the above terms and conditions and hereby signify my acceptance to the same.

Signature: \_\_\_\_\_

ANNEXURE:

COMPENSATION AND BENEFITS

Your Total Compensation shall be as follows:

	Per Month	Per Annum
Professional Remuneration	25,000	3,00,000

\*In addition to the above, you will be eligible for conveyance reimbursements undertaken for official work and performance based incentives subject to actual performance upto Rs. 100000 annually and to be governed by incentive policy released from month to month basis.

\*All payments will be subject to statutory tax deductions as applicable

\*Pay outs shall happen monthly

I, **Preeti Rathi**, have read and understood the above terms and conditions and hereby signify my acceptance to the same.

Signature: \_\_\_\_\_



# TCI EXPRESS

LEADER IN EXPRESS

TCIEXP/HRD/XCRP/136512/2017

23<sup>rd</sup> May 2017

Mr. Ankit Sand,  
S/o Mr. Rajendra Kumar Sand,  
Near Hari Ram Ji Temple, Behind Vidhya Niketan School, Old Line, Gangashahar,,  
Bikaner- 334401  
Ph. No. +91 9782082004.

Subject: Offer of Appointment

Dear Ankit Sand,

With reference to your candidature and subsequent interview you had with us, we are pleased to offer you appointment in the services of the company as Territory Sales Officer (TSO) effective from 30<sup>th</sup> May, 2017 on mutually agreed terms and conditions.

Your initial place of posting will be at our TCI Express Mumbai Regional Office . You are required to report to: Mr. R.B.Yadav, RM - XMRO. In addition, your functional reporting would be to Mr. Manish Jain, GM-Sales & Marketing, TCI Express Corporate office.

Detailed appointment letter shall be given to you on your reporting.

Please submit following documents at the time of joining.

1. Photocopy of all education certificates along with original certificates
2. Experience certificates
3. Relieving letter from your present employer, if applicable
4. 3 passport size photographs
5. 2 references letter from persons of repute on non-judicial stamp of Rs.10/- along-with Xerox copy of their ID proofs.
6. Voter I Card copy/ Passport/ Aadhar Card/ Driving License.
7. Copy of passbook of Bank A/c in State Bank of India.
8. Non-Disclosure agreement on Non-Judicial stamp paper of Rs. 50 (Refer attached format)

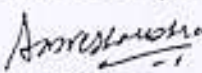
This offer letter is subject to verification of antecedent & documents submitted by you. This offer & appointment shall stand cancelled in-case of unsuccessful verification at any point of your employment.

You are requested to report for joining along with above documents on 29<sup>th</sup> May, 2017 at 10.00 AM at our TCI Express Limited, TCI House, 69 Institutional Area, Sector-32, Gurugram - 122001. Ph. No - 0124-2384090-94.

Should you fail to report for joining as mentioned above, the offer for employment shall stand cancelled without making further reference in this regard, which may please be noted.

**Service Bond:** You will be on Service Bond for a period of 1 years duly accepted by you. You are not allowed to leave the Organization during the period of service bond. You will be required to give us salary equivalent to the residual period of your Service Bond or salary equivalent to six months whichever is higher in case you wish to leave during your Service Bond period.

You are requested to carefully read the Annexure II containing information about your joining & Induction.

  
Amresh Mishra

Ankit Sand



TCI Express Limited

CIN: U62200TG2008PLC061781

Corporate Office: TCI House, Plot No. 69, Sector 32, Institutional Area, Gurugram - 122001, Haryana, India

Tel: +91-124-2384090-94 • Fax: +91-124-2382113 • Email: info@tcipress.in • Website: www.tcipress.in

Registered Office: Flat Nos. 306 & 307, 1-8-273, Third Floor, Ashoka Bhoopal Chambers, S P Road, Secunderabad - 500003 • Tel: +91 40 27840104

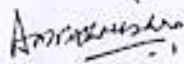
A TCI Company

Please return duplicate copy of this Offer Letter as a token of acceptance of the offer to the undersigned latest by 26<sup>th</sup> May, 2017.

Regards,

With Best Wishes,

For TCI Express Ltd.



Amresh Mishra  
AVP-HR

Encl: Annexure I (CTC Details)  
Annexure II (Details regarding Joining & Induction)



# TCI EXPRESS

LEADER IN EXPRESS

## (ANNEXURE-1: CTC DETAILS)

Category-D	Amount(Rs.)
Basic Salary	11200
House Rent Allowance (50% of Basic)	5600
Conveyance	1800
Regular Bonus	583
Special Allowances	4125
Provident Fund (12% of Basic)	1344
Group Personal Accident Insurance	19
Uniform	125
Medical Insurance	925
Gratuity	538
<b>TOTAL</b>	<b>2951</b>
Monthly CTC	26259
Gross salary per month	22725
Gross salary per annum	272700
<b>Per Annum CTC</b>	<b>315114</b>

Ankit Sand

Signature



**TCI Express Limited**

CIN: U62200TG2008PLC061781

Corporate Office: TCI House, Plot No. 69, Sector 32, Institutional Area, Gurugram - 122001, Haryana, India

Tel: +91-124-2384090-94 • Fax: +91-124-2382113 • Email: info@tclexpress.in • Website: www.tclexpress.in

Registered Office: Flat Nos. 306 & 307, 1-8-273, Third Floor, Ashoka Bhoopal Chambers, S P Road, Secunderabad - 500003 • Tel: +91 40 27840104

A TCI Company

## ANNEXURE-II (Joining & Induction)

### Submission of Documents

Please submit required documents as mentioned in the Offer letter (Sr. no. 1 to 7) on 29th May, 2017 between 10:00 AM – 2:00PM at our Corporate Office i.e. TCI House, 69, Institutional Area, Sector 32, Gurgaon – 122001.

### Travelling

- You will have to bear expenses incurred on travel while reporting for joining and induction
- Train ticket from Gurgaon to place of posting to be arranged by us

### Conveyance

- You shall be required to make your own arrangement to reach to the hotel as mentioned herein below
- Conveyance has been arranged to & fro from hotel to office and other facilities during induction programme.

### Stay & Accommodation:

Your accommodation is arranged at:

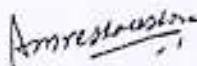
The accommodation arrangement would be intimated to you once we receive the Confirmation acceptance of this Offer from your end.

Check in time of hotel is After 1:00 PM on 29th May, 2017

- Necessary arrangement is made for stay breakfast & Dinner.
- Menu is fixed, you shall be required to bear expenses, if you order apart from fixed menu.
- You shall be required to clear your dues with hotel before checking out.

### Induction Programme

You will undergo Induction programme from 30th May, 17 to 6<sup>th</sup> June, 17 at our Corporate Office in Gurgaon and other offices/facilities around Delhi/NCR



Amresh Mishra

Ankit Sand





# Talent4Assure Assessment Services Pvt Ltd

March 25, 2017

Dear Ankit,  
S/o Shri Rajendra Kumar  
Congratulations!

As per our final interaction on 14<sup>th</sup> March, 2017, you have been selected as a part of Business Development Team in Talent4Assure Assessment Services Private Limited as an "Business Development - Executive". Your Joining Date is 3<sup>rd</sup> April, 2017 i.e., Monday.

You have to report office at 10 A.M.

We are offering you INR 22,000/- as your monthly salary with respect to the target of INR 1,25,000.

## TERMS AND CONDITIONS:

As per the discussion in the interview, the following terms & conditions agreed upon:

- At or Below 50% of the Target Achieved – 40% of the Fixed Salary
- Between 51% - 60% of the Target Achieved – 40% of the Fixed Salary + Travelling Allowance
- Between 61% - 80% of the Target Achieved – Full Salary + 5% Incentive
- Between 81% - 100% of the Target Achieved – Full Salary + 10% Incentive

This is a confirmation mail; once you acknowledge the same & submit your documents, you will get your offer letter released. On your joining date, please bring:

- (i) 3 Self-Photograph (passport size, colour photos with a white background)
- (ii) The originals and 1 set of photocopies of the following documents:

- Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
- Relieving letter or resignation acceptance letter from your most recent employer, if any. Include your employee number with such previous employer(s) and salary slips.
- Proof of identity. Bring one of the following documents: passport, driving license, voter's Identification card, PAN card, or credit card with photograph.
- Proof of address. Bring one of the following documents: passport, driving license, voter's Identification Card.

Note: You have to be formally dressed and please carry your laptop on the date of joining.

Warm Regards,  
Sheena Marwaha  
Senior Executive – Talent Acquisition  
+91 7290033805/ +919899282250  
[Sheena.marwaha@talent4assure.in](mailto:Sheena.marwaha@talent4assure.in)





# अमोल सिद्धी माईन्स

चिमाषिक ग्रनाईट

ग्राम-साकदड़ा, जिला-पाली (राजस्थान)

क्रमांक :- अम सि मा/0147

दिनांक 6/04/2017...

To,

Miss. Anmol Baid,  
Baidon ki pirol, Assaniyo ka chowk,  
Bikaner

6 April, 2017

**Subject: Job offer letter for the position of sales executive**

Dear Anmol,

This letter is in regards to the interview for which you appeared on 3 April, 2017 for the position of sales executive. We would like to congratulate you by bringing under your kind notice that you have been selected for the particular position and we are pleased to offer you the job.

Your date of joining would be from 10 April, 2017. You are requested to meet the HR department head and bring the necessary documents on the first day of joining:

1. ID proof
2. PAN card
3. Four passport size photographs
4. Duplicate copy of higher secondary, senior secondary and graduation mark sheet (s)
5. Proof of address and
6. Medical certificate

You will be under the probation period for the first two months during which you are not allowed to take any paid leave. As per the agreement the company will be paying monthly salary of Rs. 18,000 and incentives based on your performance. Timings of your job would be from 10 am to 5 pm. Please bring your own transport.

*J.P. Choudhary*  
cont...2  
वार्सो सिद्धी सिद्धी माईन्स



(2)

During the period of service with the company, you shall not indulge and/ or take part in any activity of formation of council and / or association or become a member being part of management staff, which is found to be detrimental in the interest of the company in any way. Such an action shall be deemed as infringement to service conditions of the company and amount to causing damage to its interest and shall call for disciplinary action being taken against you, as it may deem fit and appropriate.

This letter of appointment has been issued to you on the understanding that there is nothing in your record which should have prevented the company to offer you an employment, if however it is found that your past record is objectionable or if any declaration given by you to the company prove false or you have willfully suppressed any material information, in such case you shall be liable for removal from the services of the company without any notice or compensation in lieu thereof.

I hope you agree to all the terms and conditions. We are confident enough that you will be able to contribute in the success of the organization.

Please send your consent within five days of generation of offer letter and return a duplicate copy of acceptance in same concern.

Looking forward to work with you.

Mridulla Solanki

Mridulla Solanki

(HR Manager)

J.P. Chavlang  
वास्तु विद्वा विद्वा मारुत्स



For Office Use Only

ACCEPTED AND AGREED

Name: ANMOL GARD Sign: [Signature]

Date: \_\_\_\_\_



# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA

Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz

CIN: U72200MH2007PTC175593

## OFFER LETTER

**Ms. Deeksha Bhura D/O Mr. Dalechand Bhura**

24<sup>th</sup> March 2017

Near Singhal hospital new lane,  
Gangashahar, Bikaner - 334401  
Mobile # -91 9782055404

Dear Ms. Deeksha

Congratulations on your appointment! We welcome you to Premier – *An innovation led company*, wishing you a long and meaningful career with us.

**COMPENSATION & BENEFITS:** The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- DESIGNATION & FUNCTION:** You will be designated as **Management Trainee**.
- LOCATION & DATE OF JOINING:** You will be based at **Jodhpur, Rajasthan**. You will be required to join as early as possible, however not later than **03<sup>rd</sup> April 2017**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly, For PREMIER INFO ASSISTS PVT. LTD.

NAME \_\_\_\_\_  
HR MANAGER - OPERATIONS SIGNING AUTHORITY

*Deeksha*



I ..... agree to accept employment on the terms and conditions  
Mentioned in the above letter. I shall be reporting for duty on .....



# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA  
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz  
CIN: U72200MH2007PTC175593

24<sup>th</sup> March 2017

## Compensation & Benefits

Name	Ms. Deeksha Bhura	
Designation:	Management Trainee	
Location	Jodhpur, Rajasthan	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive		22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
<b>TOTAL ANNUAL CTC (in Rs.)</b>		<b>3,01,000</b>

HRA : Could be maximized to 50% of basic in metro and 40% in non metro.

PF/TDS : Will be deducted, if applicable.

Mediclaim : You will be covered under Mediclaim Policy upon completion of Probation Period.

Gratuity\* : Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus\* : You will be entitled for a bonus of Rs. 22,000 - upon successful completion of 1 year in the organization. This will be payable on forthcoming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSISTS PVT. LTD.

*Deeksha*  
Authorized Signatory



MANAGER HUMAN RESOURCES - SIGNING AUTHORITY  
Date: \_\_\_\_\_

PERSONAL & CONFIDENTIAL

**Ms. Deeksha Bhura**

D/O Mr. Dal Chand Bhura

New Lane, near Singhal Hospital

Gangashahar, Bikaner, Rajasthan

Dated: 1<sup>st</sup> Feb 2017

**Subject: Offer Letter**

Ms. Deeksha,

Further to the interview at our office we are pleased to offer you the post of a Management Trainee with our Organization for looking after the Product portfolios.

You will be based at Delhi and would have to travel all over India in as per the requirement of the job. You are to join us latest by the 8<sup>th</sup> of Feb 2017. A 15 day leave period will be sanctioned for your final examination.

As discussed you will be paid a monthly stipend during the training which is also a probationary period of 6 months. The Company will provide for all your travelling expenses and is willing to provide an accommodation if you are willing to take it but boarding and all other expenses are to be borne by you.

After the probation period, if the performance is found satisfactory, you will be confirmed on the rolls of the Company as a permanent employee and your Salary would be enhanced.

A detailed Employment Letter would be issued to you at the time. Please bring all your original testimonials along and 8 photographs also a NOC from your Institute

Welcome to the Organization.

For RDM Care Pvt. Ltd.

Authorized Signatory







# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA  
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz  
CIN: U72200MH2007PTC175593

28<sup>th</sup> March 2017

## Compensation & Benefits

Name	Mr. Diwanshu Gaur	
Designation:	Management Trainee	
Location	Navi Mumbai, Maharashtra	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	240,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive		22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
<b>TOTAL ANNUAL CTC (in Rs.)</b>		<b>301,000</b>

HRA : Could be maximized to 50% of basic in metro and 40% in non metro.

PF/TDS : Will be deducted, if applicable.

Mediclaim : You will be covered under Mediclaim Policy upon completion of Probation Period.

Gratuity\* : Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus\* : You will be entitled for a bonus of Rs. 22,000 - upon successful completion of 1 year in the organization. This will be payable on forthcoming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSISTS PVT. LTD.

  
Authorized Signatory

MANAGER HUMAN RESOURCES - SIGNING AUTHORITY  
Date: \_\_\_\_\_



PERSONAL & CONFIDENTIAL



## Talent4Assure Assessment Services Pvt Ltd

March 25, 2017

Dear Diwanshu,  
S/o Shri DeepChand Gaur  
Congratulations!

As per our final interaction on 14<sup>th</sup> March, 2017, you have been selected as a part of Business Development Team in Talent4Assure Assessment Services Private Limited as an "Business Development - Executive". Your Joining Date is 3<sup>rd</sup> April, 2017 i.e., Monday.

You have to report office at 10 A.M.

We are offering you INR 22,000/- as your monthly salary with respect to the target of INR 1,25,000.

### TERMS AND CONDITIONS:

As per the discussion in the interview, the following terms & conditions agreed upon:

- At or Below 50% of the Target Achieved – 40% of the Fixed Salary
- Between 51% - 60% of the Target Achieved – 40% of the Fixed Salary + Travelling Allowance
- Between 61% - 80% of the Target Achieved – Full Salary + 5% Incentive
- Between 81% - 100% of the Target Achieved – Full Salary + 10% Incentive

This is a confirmation mail; once you acknowledge the same & submit your documents, you will get your offer letter released. On your joining date, please bring:

- (i) 3 Self-Photograph (passport size, colour photos with a white background)
- (ii) The originals and 1 set of photocopies of the following documents:

- Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
- Relieving letter or resignation acceptance letter from your most recent employer, if any. Include your employee number with such previous employer(s) and salary slips.
- Proof of Identity. Bring one of the following documents: passport, driving license, voter's Identification card, PAN card, or credit card with photograph.
- Proof of address. Bring one of the following documents: passport, driving license, voter's Identification Card.

**Note: You have to be formally dressed and please carry your laptop on the date of joining.**

Warm Regards,  
Sheena Marwaha  
Senior Executive – Talent Acquisition  
+91 7290033805/ +919899282250  
[Sheena.marwaha@talent4assure.in](mailto:Sheena.marwaha@talent4assure.in)





# Talent4Assure Assessment Services Pvt Ltd

March 25, 2017

Dear Madan,

S/o Shri Siya Nandan Sah  
Congratulations!

As per our final interaction on 14<sup>th</sup> March, 2017, you have been selected as a part of Business Development Team in Talent4Assure Assessment Services Private Limited as an "Business Development - Executive". Your Joining Date is 3<sup>rd</sup> April, 2017 i.e., Monday.

You have to report office at 10 A.M.

We are offering you INR 22,000/- as your monthly salary with respect to the target of INR 1,25,000.

## TERMS AND CONDITIONS:

As per the discussion in the interview, the following terms & conditions agreed upon:

- At or Below 50% of the Target Achieved – 40% of the Fixed Salary
- Between 51% - 60% of the Target Achieved – 40% of the Fixed Salary + Travelling Allowance
- Between 61% - 80% of the Target Achieved – Full Salary + 5% Incentive
- Between 81% - 100% of the Target Achieved – Full Salary + 10% Incentive

This is a confirmation mail; once you acknowledge the same & submit your documents, you will get your offer letter released. On your joining date, please bring:

- (i) 3 Self-Photograph (passport size, colour photos with a white background)
- (ii) The originals and 1 set of photocopies of the following documents:

- Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
- Relieving letter or resignation acceptance letter from your most recent employer, if any. Include your employee number with such previous employer(s) and salary slips.
- Proof of identity. Bring one of the following documents: passport, driving license, voter's Identification card, PAN card, or credit card with photograph.
- Proof of address. Bring one of the following documents: passport, driving license, voter's identification Card.

**Note: You have to be formally dressed and please carry your laptop on the date of joining.**

Warm Regards,  
Sheena Marwaha  
Senior Executive – Talent Acquisition  
+91 7290033805/ +919899282250  
[Sheena.marwaha@talent4assure.in](mailto:Sheena.marwaha@talent4assure.in)



MIND IT PROMOTIONS LLP

Joining Date:

OFFER LETTER

Dear,

This has reference to the interview you had with us. We are pleased to inform that you will like to be a member of our Team (MIND IT PROMOTIONS LLP). We are offering you a position of Area Sales Manager. Your annual gross salary on the basis of **Cost of the Company will be Rs. 2.4 Lakh (Two Lakh Forty Thousand Rupees Only)** per annum, all inclusive in hand (total CTC). We expect you to join us. This position offered subject to satisfactory reference of 2 days training period in jaipur. In this time period your performance will be reviewed.

We welcome you and are delighted that you have chosen to be a part of our team. We hope your association with us will be mutually pleasant and fulfilling.

Thanks,

Priyanka Gupta (HR MANAGER)

Contact no. : 9119114432



### CANDIDATE DETAILS

S NO.	NAME	DESIGNATION	LOCATION	SALARY	JOINING DATE
1	Anmol Baid	PRO cum Area Sales Manager	Bikaner	20,000	1 <sup>st</sup> May 2017
2	Vikas Sharma	Area Sales Manager	Bikaner	20,000	1 <sup>st</sup> May 2017
3	Nikhil Kumar Bihani	Area Sales Manager	Bikaner	20,000	1 <sup>st</sup> May 2017
4	Varun Kumar	Area Sales Manager	Bikaner	20,000	1 <sup>st</sup> May 2017





## BIKAJI FOODS INTERNATIONAL LIMITED

F/106-190, Bichhwai Industrial Area, Bikaner-334006 (Raj.)

### OFFER LETTER

BFIL/2016-17/HRD-09

Date: March 23, 2017

**Dear Nikhil Kumar Bihani**

Welcome to the family of 'Bikaji Foods International Ltd'.

Congratulation, we are pleased to inform that you have been selected for Sales-Executive, your job profile will be given to you on your joining day with all KRA's. You will report to Manager-Marketing. After a week of joining, management will provide you an appointment letter. You are not allowed to misuse by showing this offer letter anywhere else.

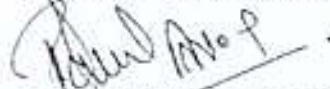
On your joining day come at 10:30AM, bring your Photos, ID proof, Documents and meet to HR department to understand your KRA's.

We are confident you will be able to make a significant contribution to the success of our company. And look forward to working with you in enthusiastic way.

In token of your acceptance of this letter, kindly sign & return the duplicate copy at the earliest in 5 days via email id [hr@bikajifoods.com](mailto:hr@bikajifoods.com) & [deepak@bikajifoods.com](mailto:deepak@bikajifoods.com) and bring the original to the undersigned on the day of your joining.

We welcome you as team.

FOR BIKAJI FOODS INTERNATIONAL LIMITED

  
(HR MANAGER)  
PARUL ARORA

For Office Use Only

ACCEPTED AND AGREED

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name \_\_\_\_\_ Sign: \_\_\_\_\_





## Talent4Assure Assessment Services Pvt Ltd

March 25, 2017

Dear Varun,  
S/o Shri Narayan Das  
Congratulations!

As per our final interaction on 14<sup>th</sup> March, 2017, you have been selected as a part of Business Development Team in Talent4Assure Assessment Services Private Limited as an "Business Development - Executive". Your Joining Date is 3<sup>rd</sup> April, 2017 i.e., Monday.

You have to report office at **10 A.M.**

We are offering you INR 22,000/- as your monthly salary with respect to the target of INR 1,25,000.

### TERMS AND CONDITIONS:

As per the discussion in the interview, the following terms & conditions agreed upon:

- At or Below 50% of the Target Achieved – 40% of the Fixed Salary
- Between 51% - 60% of the Target Achieved – 40% of the Fixed Salary + Travelling Allowance
- Between 61% - 80% of the Target Achieved – Full Salary + 5% Incentive
- Between 81% - 100% of the Target Achieved – Full Salary + 10% Incentive

This is a confirmation mail; once you acknowledge the same & submit your documents, you will get your offer letter released. On your joining date, please bring:

- (i) 3 Self-Photograph (passport size, colour photos with a white background)
- (ii) The originals and 1 set of photocopies of the following documents:

- Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
- Relieving letter or resignation acceptance letter from your most recent employer, if any. Include your employee number with such previous employer(s) and salary slips.
- Proof of identity. Bring one of the following documents: passport, driving license, voter's Identification card, PAN card, or credit card with photograph.
- Proof of address. Bring one of the following documents: passport, driving license, voter's identification Card.

**Note: You have to be formally dressed and please carry your laptop on the date of joining.**

Warm Regards,  
Sheena Marwaha  
Senior Executive – Talent Acquisition  
+91 7290033805/ +919899282250  
[Sheena.marwaha@talent4assure.in](mailto:Sheena.marwaha@talent4assure.in)



# SUN SHINE FOOD PRODUCTS

F-88-89, Bichhwal Industrial Area, BIKANER- 334 006  
Ph. 0151-2225232, Fax : 0151-2250056  
e-mail : bcson @sancharnet.in

MS. RAJSHREE VYAS,

DATE- 03/04/17

JNV COLONY

BIKANER

## Offer Letter

Dear Ms. RAJSHREE

With reference to your application and the subsequent discussion you had with us. We are pleased to offer you the position of HR Executive in our organization.

You will be paid annually Net Salary of Rs 168000/- . Your daily field working allowances as Travelling Fare will be as per the attachments (if applicable).

Please confirm your Joining Date Immediately.

Please send below mentioned Pre-Employment documents within 7 days of your acceptance.

### Employment Documents:-

1. Photocopy of Educational Certificates ( X , XII, Graduation, Diploma, Post Graduation, etc.)
2. Photocopy of Experience Letter / Appointment Letter / Relieving Letter, etc.
3. Photocopy of Identity Proof (PAN Card / Aadhar Card / Driving License, etc.)
4. Photocopy of Permanent Address Proof ( Voter ID / Aadhar Card / Passport, etc.)
5. Latest 3 Passport size Photograph.
6. One cancelled cheque of your Bank Account and photocopy of Bank Pass Book.
7. Photocopy of PAN Card (TDS @ 10 % will be deducted on aforesaid Salary).
8. In absence of PAN Card, TDS @ 20 % will be deducted.

Kindly submit a duplicate copy of this letter with all documents as a token of your acceptance of the offer and also mention your expected Date of Joining. Alternatively you may email [hr@bhikharamchandmal.in](mailto:hr@bhikharamchandmal.in) in your confirmation immediately.

In case of any clarification, you may revert back or call at 094141-43043.

Wish you Good Luck.

Sunshine Food Products  
Bichhwal Industrial Area  
Bikaner





# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA  
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz  
CIN: U72200MH2007PTC175593

## OFFER LETTER

Mr. Sachin Sarda S/O Mr. Anil Kumar Sarda  
Outside Jassusar gate, Bikaner,  
Rajasthan - 334001  
Mobile # +91 9024190729

28<sup>th</sup> March 2017

**Dear Mr. Sachin**

Congratulations on your appointment! We welcome you to Premier – An innovation led company, wishing you a long and meaningful career with us.

**COMPENSATION & BENEFITS:** The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- DESIGNATION & FUNCTION:** You will be designated as **Management Trainee**.
- LOCATION & DATE OF JOINING:** You will be based at **Navi Mumbai, Maharashtra**. You will be required to join as early as possible, however not later than **08<sup>th</sup> May 2017**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- PROBATION PERIOD:** You will be on probation for a period of **90 days** from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another **90 days**.
- PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- NOTICE PERIOD:** During the probation period you can be terminated upon **1 day** notice. This contract of employment is terminable by either party by giving **two month (60 days)** notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly, For PREMIER INFO ASSISTS PVT. LTD,

NAME \_\_\_\_\_  
HR MANAGER – OPERATIONS / SIGNING AUTHORITY



I ..... agree to accept employment on the terms and conditions

Mentioned in the above letter. I shall be reporting for duty on .....



# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA  
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz  
CIN: U72200MH2007PTC175593

28<sup>th</sup> March 2017

## Compensation & Benefits

Name	Mr. Sachin Sarda	
Designation:	Management Trainee	
Location	Navi Mumbai, Maharashtra	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	240,000
Special Allowance	1,038	12,456
Monthly Gross	21,038	
Ex-Gratia Annual Bonus Including Incentive Retirals*		22,000
Gratuity	962	11,544
Medical Insurance		
		15,000
<b>TOTAL ANNUAL CTC (in Rs.)</b>		<b>301,000</b>

HRA Could be maximized to 50% of basic in metro and 40% in non metro.

PF/TDS Will be deducted, if applicable.

Mediclaime You will be covered under Mediclaime Policy upon completion of Probation Period.

Gratuity\* Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus\* You will be entitled for a bonus of Rs. 22,000\* upon successful completion of 1 year in the organization. This will be payable on forth coming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSIST'S PVT. LTD.

  
Authorized Signatory

MANAGER HUMAN RESOURCES - SIGNING AUTHORITY

Date:



PERSONAL & CONFIDENTIAL



Letter of Intent

Dear Mr./Ms. Saurin Sarda

We are delighted to offer you the position of Associate Financial Consultant with our Consulting Division, the place of posting shall be at Indore (M.P). You are going to be a part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and consulting.

We are confident that you will find this new opportunity both challenging and rewarding. An Appointment letter would be issued to you on joining. The following points outline the terms and conditions, along with this letter of intent:

Joining date: May 2017

Gross yearly package: 2,53,616/- (INR), Annexure 'A' attached.

**Probation:** On joining you would be serving a training period of 10-15 days as applicable to your level and then you will be on Probation for Three (3) months. If your services are found to be satisfactory, your employment with EPIC Research will deemed to be confirmed, unless you are informed in writing otherwise. EPIC Research reserves the right to reduce, dispense with or extend your Probation Period at its absolute discretion. After confirmation you would be eligible for all company benefits as per company Standing Order from time to time.

During your Probation Period a sum of Rs.3,000/- will be deducted from your salary as retention amount which will be effective from first month. You shall be entitled to receive the retention amount in 13<sup>th</sup> month of your service only i.e after completion of 1 year in the Company. In case of resignation or termination before 1 year the said amount is liable to be forfeited.

**Separation:** You should serve a notice period of one month before resigning from the position. If not, shall lose the pay and incentives for the one month period worked preceding resignation and forfeit 'Relieving Certificate' and 'Experience Certificate'. Your services shall be terminated on the Disciplinary, non performance or non adherence of the rules and policies of the company. EPIC Research shall have the right to terminate your employment, forthwith, without notice or payment of salary.

Here's wishing you a warm welcome and look forward to a long and mutually satisfying association.

On the day of joining you are required to bring the photo copies of following testimonials. This is mandatory for completing your joining and authentication process with EPIC Research (P) Ltd.

1. 10th/12th/ Graduation/ Post Graduation/ Certification courses-Certificates and Mark sheets (1copy)
2. ID Proof (AADHAR Card, PAN card, Driving License, Voter ID)- Three copies each
3. Copy of Bank pass book
4. Passport size photographs – Six Nos. (Colored)

For Epic-Research (P) Ltd,

People Development Group



With the signature below, I accept this offer for employment

Name

Date

## Salary Details for Associate Financial Consultant (AFC)

### Annexure 'A'

Candidates name:	
Position offered:	
Joining date:	

Fixed Components	Monthly	Annual
Basic	7,800	93,600
Conveyance	356	4,272
Attendance allowance	1,000	12,000
Variance Components		
Key Performance Indicators	4,000	48,000
Loyalty Bonus	-	11,000
*Monthly performance incentives (Special Inducements)	-	72,000*
Retirement benefits		
Provident fund (Employer's Contribution)	1,062	12,744
<b>Total CTC</b>	<b>14,218/-</b>	<b>2,53,616/-</b>

#### Important terms:

- KPI and monthly\* performance incentives will vary based on your performance score and meeting the delivery targets as per the team structure. The incentive scale may vary as per your team allocation.
- As per the Corporate policy, for 03 months: 11,218/- will be paid as stipend, later from the 4<sup>th</sup> month KPI will be the variable component and EPF contribution will be followed.
- Retention amount of Rs. 9000/- will be paid out in 13<sup>th</sup> month of your service.
- Loyalty bonus will be paid out in the 13<sup>th</sup> month of your service
- Your salary structure is subject to revision based on notifications received from Labor Department.
- Employee Contribution to PF of Rs 936/- will be deducted from your Gross salary.
- Kindly confirm your acceptance of this offer by signing and returning a copy of this letter and share a mail at [hr@epicresearch.co](mailto:hr@epicresearch.co)
- This appointment will be subject to you being found medically fit. (Medical certificate to be provided at the time of joining)
- You are not planning for any higher studies which would force you to quit the job during the Service Agreement of 1 year.
- For any further queries you can reach us at 7869961117.



Accepted By

(Name, Contact number and signature of candidate)



EPIC RESEARCH PVT. LTD.

411 Minds Manor  
2 RNT Marg  
Indore 452001 M.P. India

Phone: 731-6642300  
Web: www.epicresearch.co  
E-mail: info@epicresearch.co  
CIN-U74200MP2012PTC028897



Letter of Intent

Dear Mr./Ms. Sachin Sarda,

We are delighted to offer you the position of Associate Financial Consultant with our Consulting Division, the place of posting shall be at Indore (M.P). You are going to be a part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and consulting.

We are confident that you will find this new opportunity both challenging and rewarding. An Appointment letter would be issued to you on joining. The following points outline the terms and conditions, along with this letter of intent:

Joining date: May 2017

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**Probation:** On joining you would be serving a training period of 10-15 days as applicable to your level and then you will be on Probation for Three (3) months. If your services are found to be satisfactory, your employment with EPIC Research will deemed to be confirmed, unless you are informed in writing otherwise. EPIC Research reserves the right to reduce, dispense with or extend your Probation Period at its absolute discretion. After confirmation you would be eligible for all company benefits as per company Standing Order from time to time.

During your Probation Period a sum of Rs.3,000/- will be deducted from your salary as retention amount which will be effective from first month. You shall be entitled to receive the retention amount in 13<sup>th</sup> month of your service only i.e after completion of 1 year in the Company. In case of resignation or termination before 1 year the said amount is liable to be forfeited.

**Separation:** You should serve a notice period of one month before resigning from the position. If not, shall lose the pay and incentives for the one month period worked preceding resignation and forfeit 'Relieving Certificate' and 'Experience Certificate'. Your services shall be terminated on the Disciplinary, non performance or non adherence of the rules and policies of the company. EPIC Research shall have the right to terminate your employment, forthwith, without notice or payment of salary.

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2. ID Proof (AADHAR Card, PAN card, Driving License, Voter ID)- Three copies each
3. Copy of Bank pass book
4. Passport size photographs – Six Nos. (Colored)

For Epic Research (P) Ltd.

People Development Group

With the signature below, I accept this offer for employment

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



## Salary Details for Associate Financial Consultant (AFC)

### Annexure 'A'

Candidates name:	
Position offered:	
Joining date:	

Fixed Components	Monthly	Annual
Basic	7,800	93,600
Conveyance	356	4,272
Attendance allowance	1,000	12,000
<b>Variance Components</b>		
Key Performance Indicators	4,000	48,000
Loyalty Bonus	-	11,000
*Monthly performance incentives (Special Inducements)	-	72,000*
<b>Retirement benefits</b>		
Provident fund (Employer's Contribution)	1,062	12,744
<b>Total CTC</b>	<b>14,218/-</b>	<b>2,53,616/-</b>

#### Important terms:

- KPI and monthly\* performance incentives will vary based on your performance score and meeting the delivery targets as per the team structure. The incentive scale may vary as per your team allocation.
- As per the Corporate policy, for 03 months: 11,218/- will be paid as stipend, later from the 4<sup>th</sup> month KPI will be the variable component and EPF contribution will be followed.
- Retention amount of Rs. 9000/- will be paid out in 13<sup>th</sup> month of your service.
- Loyalty bonus will be paid out in the 13<sup>th</sup> month of your service
- Your salary structure is subject to revision based on notifications received from Labor Department.
- Employee Contribution to PF of Rs 936/- will be deducted from your Gross salary.
- Kindly confirm your acceptance of this offer by signing and returning a copy of this letter and share a mail at [hr@epicresearch.co](mailto:hr@epicresearch.co)
- This appointment will be subject to you being found medically fit. (Medical certificate to be provided at the time of joining)
- You are not planning for any higher studies which would force you to quit the job during the Service Agreement of 1 year.
- For any further queries you can reach us at 7869961117.



Accepted By

(Name, Contact number and signature of candidate)

LETTER OF INTENT

Dear Sachin Kumar Sarda

Subsequent to your interview with us at Policybazaar, we are pleased to offer you the position of

Associate Sales Consultant with effect from 8th May 2017  
(C.C.)

You are required to report atsharp at 9:00am for your joining formalities. The address where you need to report to is as mentioned below:

Policy Bazaar.com  
Building No 123, [2<sup>nd</sup> Basement, GANGS ROOM]  
Sector 44, Gurgaon  
Haryana - 122001

Landmark: behind Hotel Ramada  
Nearest Metro Station: HUDA City Center Metro Station (Last Terminal Station on the Yellow Line)

ORIGINAL and PHOTOCOPY of the below mentioned documents to be brought on the first day of joining:

S No	Original Documents Details	No of copies
1	Class X pass out certificate and Marksheet	2
2	Class XII pass out certificate and Marksheet	2
3	Graduation degree/provisional certificate	2
4	Post Graduation degree/provisional certificate	2
5	PAN card	2
6	Aadhaar card	2
7	Last organization - Service/ Relieving letter	2
8	Salary Slips last 3 months	2
9	Passport size color photos	6

- Please carry date of birth proof of your mother, father, nominee with ID Proof.
- Bank account details of any existing account (Bank A/c number, Name as in bank account).
- Unique identification number (UAN) and PF account number of the previous employer.

Please ensure that you carry all the above mentioned documents, failing to submit will lead to postponement in some cases cancellation of your joining.

Your appointment is subject to employment verification.

If you have an HDFC Bank Account, please get account no with IFSC details; otherwise you are required to get address proof for opening bank account.

For any query related to Induction, please reach out to the following:

- Rahul Singh: +91 8800732196

*Remya - 9716822899*

For any query related to Joining/HR, please reach out to the following

- hr@policybazaar.com

Looking forward to having a wonderful relationship with us at PolicyBazaar.com

Thanks & Regards,

Client Acquisition Team  
Human Resources  
PolicyBazaar.com

Ph no: 0124-4769/505/519/ +91-8800732196





# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pall Highway, Jodhpur – 342013, Rajasthan - INDIA  
Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz  
CIN: U72200MH2007PTC175593

## OFFER LETTER

Ms. Sonali Bhansali D/O Mr. Kamal Bhansali  
Sohanlal Kamalchand Bhansali, Opposite Bothra charitable trust,  
Newline, Gandhichowek, Gangashahar, Bikaner - 334401  
Mobile # +91 9782768403

24<sup>th</sup> March 2017

**Dear Ms. Sonali**

Congratulations on your appointment! We welcome you to **Premier** – *An innovation led company*, wishing you a long and meaningful career with us.

**COMPENSATION & BENEFITS:** The detailed breakup of your Compensation and Other company benefits applicable to you is enclosed.

- 1. DESIGNATION & FUNCTION:** You will be designated as **Management Trainee**.
- 2. LOCATION & DATE OF JOINING:** You will be based at **Jodhpur, Rajasthan**. You will be required to join as early as possible, however not later than **03<sup>rd</sup> April 2017**. If you do not join your duty on the said date, this offer letter shall be treated as cancelled, unless the extension of the said date for joining duty is granted by us in writing.
- 3. PROBATION PERIOD:** You will be on probation for a period of 90 days from the date of your appointment. If, in the opinion of the Company, you are found suitable for the post in which you are appointed, you will be confirmed else it may be extended to another 90 days.
- 4. PAST RECORD:** If any declaration given or furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable for removal from service without any notice.
- 5. NOTICE PERIOD:** During the probation period you can be terminated upon 1 day notice. This contract of employment is terminable by either party by giving two month (60 days) notice on confirmation. Either party is not bound to give any reason thereof.

This is an offer of appointment. A detailed formal letter of appointment will be issued to you on your joining.

This offer of employment is conditional to the satisfactory completion of all regulatory / background checks and medical / Health checkup. Please note that failure to clear any one of the above will lead to the immediate withdrawal of this offer letter.

We once again welcome you to Premier and wish you a long and a fulfilling career with us.

Yours truly,

For PREMIER INFO ASSISTIS PVT. LTD.

NAME \_\_\_\_\_  
HR MANAGER – OPERATIONS / SIGNING AUTHORITY



I ..... agree to accept employment on the terms and conditions

Mentioned in the above letter. I shall be reporting for duty on .....



# Premier InfoAssists Pvt. Ltd.

Khasra # 47-50, Bhakrasni Road, Pali Highway, Jodhpur – 342013, Rajasthan - INDIA

Tel: +91 291 665 1200, Fax: +91 291 272 4178, Email: info@premierinfo.biz

CIN: U72200MH2007PTC175593

24<sup>th</sup> March 2017

## Compensation & Benefits

Name	Ms. Sonali Bhansali	
Designation:	Management Trainee	
Location	Jodhpur, Rajasthan	
Compensation Details	Monthly Amount (in Rs.)	Annualized Amount (in Rs.)
Basic Salary	20,000	2,40,000
Special Allowance	1,038	12,456
Monthly Gross:	21,038	
Ex-Gratia Annual Bonus Including Incentive		22,000
Retirals*		
Gratuity	962	11,544
Medical Insurance		
		15,000
<b>TOTAL ANNUAL CTC (in Rs.)</b>		<b>3,01,000</b>

HRA : Could be maximized to 50% of basic in metro and 40% in non metro.

PF/TDS : Will be deducted, if applicable.

Mediclaim : You will be covered under Mediclaim Policy upon completion of Probation Period.

Gratuity\* : Gratuity will be paid on accrued basis at time of relieving from our company.

Bonus\* : You will be entitled for a bonus of Rs. 22,000/- upon successful completion of 1 year in the organization. This will be payable on forthcoming Diwali after completion of the first year. However in case you are not able to complete 1 year in the organization you will not be entitled for this bonus.

For PREMIER INFO ASSISTS PVT. LTD.

  
Authorised Signatory



MANAGER HUMAN RESOURCES SIGNING AUTHORITY

Date: \_\_\_\_\_

PERSONAL & CONFIDENTIAL

EPIC RESEARCH PVT. LTD.

411 Milinda Manor  
2 RNT Marg  
Indore 452001 M.P, India

Phone: 731-6642300  
Web: www.epicresearch.co  
E-mail: info@epicresearch.co  
CIN-U74200MP2012PTC028897



Letter of Intent

Dear Mr./Ms. S. Pratik R. Bhanushali,

We are delighted to offer you the position of Associate Financial Consultant with our Consulting Division, the place of posting shall be at Indore (M.P). You are going to be a part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and consulting.

We are confident that you will find this new opportunity both challenging and rewarding. An Appointment letter would be issued to you on joining. The following points outline the terms and conditions, along with this letter of intent:

Joining date: May 2017

Gross yearly package: 2,53,616/- (INR), Annexure 'A' attached,

**Probation:** On joining you would be serving a training period of 10-15 days as applicable to your level and then you will be on Probation for Three (3) months. If your services are found to be satisfactory, your employment with EPIC Research will be deemed to be confirmed, unless you are informed in writing otherwise. EPIC Research reserves the right to reduce, dispense with or extend your Probation Period at its absolute discretion. After confirmation you would be eligible for all company benefits as per company Standing Order from time to time.

During your Probation Period a sum of Rs.3,000/- will be deducted from your salary as retention amount which will be effective from first month. You shall be entitled to receive the retention amount in 13<sup>th</sup> month of your service only i.e after completion of 1 year in the Company. In case of resignation or termination before 1 year the said amount is liable to be forfeited.

**Separation:** You should serve a notice period of one month before resigning from the position. If not, shall lose the pay and incentives for the one month period worked preceding resignation and forfeit 'Relieving Certificate' and 'Experience Certificate'. Your services shall be terminated on the Disciplinary, non performance or non adherence of the rules and policies of the company. EPIC Research shall have the right to terminate your employment, forthwith, without notice or payment of salary.

Here's wishing you a warm welcome and look forward to a long and mutually satisfying association.

On the day of joining you are required to bring the photo copies of following testimonials. This is mandatory for completing your joining and authentication process with EPIC Research (P) Ltd.

1. 10th/12th/ Graduation/ Post Graduation/ Certification courses-Certificates and Mark sheets (1copy)
2. ID Proof (AADHAR Card, PAN card, Driving License, Voter ID)- Three copies each
3. Copy of Bank pass book
4. Passport size photographs - Six Nos. (Colored)



For Epic Research (P) Ltd.

People Development Group

With the signature below, I accept this offer for employment

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

## Salary Details for Associate Financial Consultant (AFC)

### Annexure 'A'

Candidates name:	
Position offered:	
Joining date:	

Fixed Components	Monthly	Annual
Basic	7,800	93,600
Conveyance	356	4,272
Attendance allowance	1,000	12,000
<b>Variance Components</b>		
Key Performance Indicators	4,000	48,000
Loyalty Bonus	-	11,000
*Monthly performance incentives (Special Inducements)	-	72,000*
<b>Retirement benefits</b>		
Provident fund (Employer's Contribution)	1,062	12,744
<b>Total CTC</b>	<b>14,218/-</b>	<b>2,53,616/-</b>

#### Important terms:

- KPI and monthly\* performance incentives will vary based on your performance score and meeting the delivery targets as per the team structure. The incentive scale may vary as per your team allocation.
- As per the Corporate policy, for 03 months: 11,218/- will be paid as stipend, later from the 4<sup>th</sup> month KPI will be the variable component and EPF contribution will be followed.
- Retention amount of Rs. 9000/- will be paid out in 13<sup>th</sup> month of your service.
- Loyalty bonus will be paid out in the 13<sup>th</sup> month of your service
- Your salary structure is subject to revision based on notifications received from Labor Department.
- Employee Contribution to PF of Rs 936/- will be deducted from your Gross salary.
- Kindly confirm your acceptance of this offer by signing and returning a copy of this letter and share a mail at [hr@epicresearch.co](mailto:hr@epicresearch.co)
- This appointment will be subject to you being found medically fit. (Medical certificate to be provided at the time of joining)
- You are not planning for any higher studies which would force you to quit the job during the Service Agreement of 1 year.
- For any further queries you can reach us at 7869961117.

Accepted By



(Name, Contact number and signature of candidate)



Letter of Intent

Dear Mr./Ms. Uma Sharma,

We are delighted to offer you the position of Associate Financial Consultant with our Consulting Division, the place of posting shall be at **Indore (M.P)**. You are going to be a part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and consulting.

We are confident that you will find this new opportunity both challenging and rewarding. An Appointment letter would be issued to you on joining. The following points outline the terms and conditions, along with this letter of intent:

Joining date: May 2017

Gross yearly package: 2,53,616/- (INR), Annexure 'A' attached,

**Probation:** On joining you would be serving a training period of 10-15 days as applicable to your level and then you will be on Probation for Three (3) months. If your services are found to be satisfactory, your employment with EPIC Research will be deemed to be confirmed, unless you are informed in writing otherwise. EPIC Research reserves the right to reduce, dispense with or extend your Probation Period at its absolute discretion. After confirmation you would be eligible for all company benefits as per company Standing Order from time to time.

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**Separation:** You should serve a notice period of one month before resigning from the position. If not, shall lose the pay and incentives for the one month period worked preceding resignation and forfeit 'Relieving Certificate' and 'Experience Certificate'. Your services shall be terminated on the Disciplinary, non performance or non adherence of the rules and policies of the company. EPIC Research shall have the right to terminate your employment, forthwith, without notice or payment of salary.

Here's wishing you a warm welcome and look forward to a long and mutually satisfying association.

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1. 10th/12th/ Graduation/ Post Graduation/ Certification courses-Certificates and Mark sheets (1copy)
2. ID Proof (AADHAR Card, PAN card, Driving License, Voter ID)- Three copies each
3. Copy of Bank pass book
4. Passport size photographs – Six Nos. (Colored)

For Epic Research (P) Ltd.

People Development Group

With the signature below, I accept this offer for employment

Name \_\_\_\_\_

Date \_\_\_\_\_



## Salary Details for Associate Financial Consultant (AFC)

### Annexure 'A'

Candidates name:	
Position offered:	
Joining date:	

Fixed Components	Monthly	Annual
Basic	7,800	93,600
Conveyance	356	4,272
Attendance allowance	1,000	12,000
Variance Components		
Key Performance Indicators	4,000	48,000
Loyalty Bonus	-	11,000
*Monthly performance incentives (Special Inducements)	-	72,000*
Retirement benefits		
Provident fund (Employer's Contribution)	1,062	12,744
<b>Total CTC</b>	<b>14,218/-</b>	<b>2,53,616/-</b>

#### Important terms:

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- Retention amount of Rs. 9000/- will be paid out in 13<sup>th</sup> month of your service.
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- This appointment will be subject to you being found medically fit. (Medical certificate to be provided at the time of joining)
- You are not planning for any higher studies which would force you to quit the job during the Service Agreement of 1 year.
- For any further queries you can reach us at 7869961117.

Accepted By

(Name, Contact number and signature of candidate)



DB. CORP. LTD. (RADIO DIVISION)  
CORPORATE OFFICE-DELHI



**NAME:** Uma Sharma  
**DESIGNATION:** Radio Jockey  
**DEPARTMENT:** Programming  
**GRADE:** E 2  
**DOJ:** 18-Mar-17  
**LOCATION:** BIKANER

	PARTICULARS	Amount w.e.f. DOJ	
		Monthly	Annual
	<b>SALARY PAYMENT MONTHLY</b>		
	Basic	5,150	61,800
	HRA	2,060	24,720
	Medical Allowance	1,250	15,000
	Children Education Allowance	200	2,400
	Conveyance Allowance	1,600	19,200
	Advance Against Bonus	601	7,212
	Special Allowance	4,803	57,631
A1	<b>TOTAL (A1)</b>	<b>15,664</b>	<b>187,963</b>
	<b>SALARY PAYMENT ANNUAL</b>		
A2	Ex-Gratia	429	5,148
	<b>TOTAL A (A1+A2)</b>	<b>16,092</b>	<b>193,111</b>
	<b>BENEFITS</b>		
B2	Mediclaime Premium for self & family	208	2,500
	<b>Total B (B1+B2)</b>	<b>208</b>	<b>2,496</b>
	<b>RETIRAL BENEFITS</b>		
	Gratuity (As per norms)	248	2,973
	Employer contribution to Provident fund	618	7,416
C	<b>Total (C)</b>	<b>865</b>	<b>10,389</b>
	<b>Fixed CTC (A+B+C)</b>	<b>17,167</b>	<b>206,000</b>

- \* The above excludes GPAA which is four times of the Fixed CTC.
- \* Gratuity will be paid as per Payment of Gratuity Act.
- \* You CTC will be revised to 246,000 per annum w.e.f. 1st July, 2017.

Vishal Mittal  
18/3/17





# ग्रहद्वि सिद्धि माईज्सा

निर्माणिक प्रमाईट

1000x1000 ग्राम साकवहा, बिला-पाली (राजस्थान) 1000x1000

प्रमांक :- ७७७७७/७७७७

दिनांक .....

To,

Miss. Sunita Siyag,  
Old Chungi Chowki, Gajner Road,  
Bikaner

6 April, 2017

Subject: Job offer letter for the position of sales executive

Dear Sunita,

This letter is in regards to the interview for which you appeared on 3 April, 2017 for the position of sales executive. We would like to congratulate you by bringing under your kind notice that you have been selected for the particular position and we are pleased to offer you the job.

Your date of joining would be from 10 April, 2017. You are requested to meet the HR department head and bring the necessary documents on the first day of joining:

1. ID proof
2. PAN card
3. Four passport size photographs
4. Duplicate copy of higher secondary, senior secondary and graduation mark sheet (s)
5. Proof of address and
6. Medical certificate

You will be under the probation period for the first two months during which you are not allowed to take any paid leave. As per the agreement the company will be paying **monthly salary of Rs. 18,000** and incentives based on your performance. Timings of your job would be from 10 am to 5 pm. Please bring your own transport.

*J.P. Chaudhary* cont. 2  
1000x1000

पोपराईटर

उत्तम क्वालिटी, ग्राहक सन्तुष्टी एवं वाजिब दाम ही हमारी प्राथमिकता है। 1000x1000



**EPIC RESEARCH PVT. LTD.**

411 Millinda Manor  
2 RNT Marg  
Indore 452001 M.P. India

Phone: 731-6642100  
Web: www.epicresearch.co  
E-mail: info@epicresearch.co  
CIN:U74200MP2012PTC028997



**Letter of Intent**

Dear Mr./Ms. Vibha Sharma,

We are delighted to offer you the position of **Associate Financial Consultant** with our **Consulting Division**, the place of posting shall be at **Indore (M.P.)**. You are going to be a part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and consulting.

We are confident that you will find this new opportunity both challenging and rewarding. An Appointment letter would be issued to you on joining. The following points outline the terms and conditions, along with this letter of intent:

Joining date: May 2017

Gross yearly package: 2,53,616/- (INR), Annexure 'A' attached,

**Probation:** On joining you would be serving a training period of 10-15 days as applicable to your level and then you will be on Probation for Three (3) months. If your services are found to be satisfactory, your employment with EPIC Research will deemed to be confirmed, unless you are informed in writing otherwise. EPIC Research reserves the right to reduce, dispense with or extend your Probation Period at its absolute discretion. After confirmation you would be eligible for all company benefits as per company Standing Order from time to time.

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Here's wishing you a warm welcome and look forward to a long and mutually satisfying association.

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2. ID Proof (AADHAR Card, PAN card, Driving License, Voter ID)- Three copies each
3. Copy of Bank pass book
4. Passport size photographs – Six Nos. (Colored)

For Epic Research (P) Ltd.

People Development Group

With the signature below, I accept this offer for employment

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



## Salary Details for Associate Financial Consultant (AFC)

### Annexure 'A'

Candidates name:	
Position offered:	
Joining date:	

Fixed Components	Monthly	Annual
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- For any further queries you can reach us at 7869961117.



Accepted By

(Name, Contact number and signature of candidate)

