



**Ref.: RSA/GGN/103102511/2025**

**Date: 21-Mar-2025**

**Bhavuk Solanki (103102511)**

**Subject: Acceptance of Resignation**

**Dear Bhavuk,**

With reference to your resignation we hereby acknowledge the receipt and accept the same.  
Your Last Day in the Organization - 09-Mar-2025.

Please note that as per the terms and conditions of your employment, in case notice period is not served/partially served by you, salary in lieu thereof will be recovered from your full and final settlement.

Please ensure that all asset clearances have been obtained by you and all pending dues/loans/AMEX credit card amount (If applicable) have been settled. In case of any pending assets/payments the same will be recovered in your Full and Final Settlement.

Also, you are required to handover the applicable asset(s) (Desktop, Laptop, Plantronics Headset, Adaptor, Permanent and Temporary ID Access Badge etc.) to the respective stakeholders for ECF clearances on or before your Last Day of Employment. However, required to submit the IT asset(s) to the concerned IT Department. Any pendency in this aspect shall make our acceptance of your resignation vide this letter suo motu as null and void. This will only be treated as valid once the pendency will be cleared off, after you submit all our assets and take clearances from the concerned departments.

As a standard procedure we take this opportunity to remind you of your continuing obligation under and in the terms of all the applicable provisions of the Non- Disclosure and Code of Ethical Business Conduct duly executed by you, which we are confident you shall duly respect.

You may contact the F&F Department for any queries you may have on settlement of your dues with the company. The Details are given below :

You can call us at our Exit Helpdesk @ 1800 572 2604 (Toll Free) between 9.00 AM to 10.00 PM (Monday to Friday) or email at [full.final@concentrix.com](mailto:full.final@concentrix.com)

**NOTE:** This is not a "Service Certificate cum Relieving Letter". It will only be provided to you post settlement of Full & Final dues based on the clearances completed by you at the time of leaving the organization.

The date mentioned on this letter is based on the current information as you may be relieved earlier or later basis the Organization requirement. Therefore, the "Service Certificate cum Relieving Letter" will mention the exact service period/dates.

Regards,

Concentrix Daksh Services India Private Limited

*CNX/SEP/ART/OFFB/RAM/4.0*

*This is a system generated letter and does not require any signatures.*

**Concentrix Daksh Services India Private Limited**

DLF IT SEZ, Ground Floor & 1st Floor, Tower B, Unit III, Building No.6, DLF Cyber City, Sector 24 & 25A, Phase-3, Gurgaon, Haryana 122002, India  
91 124 6755903

**Registered Address :** Hindustan Times House, Level 10, K G Marg, Connaught Place, New Delhi – 110001

CIN: U72200DL1999PTC102972

[info@concentrix.com](mailto:info@concentrix.com) | [www.concentrix.com](http://www.concentrix.com)



Concentrix Daksh Services India Private Limited  
PAYSリップ FOR THE MONTH OF DECEMBER - 2024

11-Mar-2025

Employee Code	103102511	Date of Joining	22-Nov-2024
Employee Name	Bhavuk Solanki	Bank A/c No /Name	50100676017926 / HDFC
Social Title	Representative, Operations	Payable Days	31.00
Internal Title	Advisor I, Customer Service	Non Payable Days	0.00
PF No.	GN/GGN/10640/668857	Attd. Arrear Days	-1.00
ESI No.		Current Month OT	0.00
UAN	102029001855	Current Month SP	0.00
PAN	OLKPS5457N	Current Month SSP	0.00
PRAN No.			

Registered Office address

Hindustan Times House, Level 10, K G Marg, Connaught Place, New Delhi- 110001

For any query on Salary, please raise a ticket in Solvnow >> People Solutions >> My Pay >> Request Now.

Personal and Confidential.

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Concentrix Daksh Services India Private Limited  
PAYSリップ FOR THE MONTH OF FEBRUARY - 2025

11-Mar-2025

Employee Code	103102511	Date of Joining	22-Nov-2024		
Employee Name	Bhavuk Solanki	Bank A/c No /Name	50100676017926 / HDFC		
Social Title	Representative, Operations	Payable Days	24.00		
Internal Title	Advisor I, Customer Service	Non Payable Days	4.00		
PF No.	GN/GGN/10640/668857	Attd. Arrear Days	-4.00		
ESI No.		Current Month OT	0.00		
UAN	102029001855	Current Month SP	0.00		
PAN	OLKPS5457N	Current Month SSP	0.00		
PRAN No.					
EARNINGS			DEDUCTIONS		
Description	For the Month	Arrear	Total	Description	Amount
Basic Pay	12,857.14	(1,935.49)	10,921.00	Provident Fund Employee	1,311.00
House Rent Allowance	6,428.57	(967.74)	5,460.00	LWF Employee	31.00
Special Allowance - India	1,052.57	(158.45)	894.00		
Transport Allowance	1,806.45	0.00	1,806.00		
Total Earnings			19,083.05	Total Deductions	1,342.00
Net Pay :			17,741.00		
NPS Contribution			0.00		

Registered Office address

Hindustan Times House, Level 10, K G Marg, Connaught Place, New Delhi- 110001

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11-Mar-2025

Employee Code	103102511	Date of Joining	22-Nov-2024		
Employee Name	Bhavuk Solanki	Bank A/c No /Name	50100676017926 / HDFC		
Social Title	Representative, Operations	Payable Days	27.00		
Internal Title	Advisor I, Customer Service	Non Payable Days	4.00		
PF No.	GN/GGN/10640/668857	Attd. Arrear Days	0.00		
ESI No.		Current Month OT	0.00		
UAN	102029001855	Current Month SP	0.00		
PAN	OLKPS5457N	Current Month SSP	0.00		
PRAN No.					
Earnings & Deductions Statement for Nov-2024					
EARNINGS			DEDUCTIONS		
Description	For the Month	Arrear	Total	Description	Amount
Basic Pay	13,064.52	0.00	13,064.00	Provident Fund Employee	1,568.00
House Rent Allowance	6,532.26	0.00	6,532.00	LWF Employee	31.00
Special Allowance - India	1,069.55	0.00	1,069.00		
Incentive	1,500.00	0.00	1,500.00		
Transport Allowance	2,500.00	0.00	2,500.00		
Total Earnings			24,666.33	Total Deductions	1,599.00
Net Pay :			23,067.00		
NPS Contribution			0.00		

**Registered Office address**

Hindustan Times House, Level 10, K G Marg, Connaught Place, New Delhi- 110001

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