



D-Tech Solution Integrators Private Limited
8, Shalimar Complex, Behind Shalimar Hotel
Station Road
Bharuch 392001
Gujarat GJ
India

ISO 9001:2015 Certified

Date: 10/12/2021

To,
Pooja Jadhav,
Bangalore

Subject: Appointment for the Post of Inside Sales Representative

Dear Pooja,

With reference to the various discussions we had, we are pleased to appoint you at the position of Inside Sales Representative with our organization "D-Tech Solution Integrators Private Limited".

1. Your employment will be effective, as of 10/12/2021.
2. Your job title will be "Inside Sales Representative", and you will report to Mr. Bhavin Parmar [CEO].
3. Your total CTC salary will be Rs.5, 06,403 as per Annexure-1 and other benefits of Variable salary/Incentive will be as per Annexure-2 & 3.
4. You will be posted at Bangalore, Karnataka (work from home as of now). You may however be required to work at any place of business which the company has, or may later acquire.
5. You will be entitled to 12 (Total Annual Paid Leaves), working days leave per annum, subject to approval from your reporting manager(s)/department per financial year. The balance leaves neither encash nor carry forward to the next year.
6. As per the D-Tech terms, you will be part of D-Tech Solution Integrators Pvt. Ltd. minimum 01 year.
7. Please also note that all the contents of this appointment are strictly confidential between you and D-Tech Solution Integrators Private Limited. In the event that it is determined that this trust & confidentiality has been breached, D-Tech Solution Integrators Private Limited reserves the right to take action as deemed appropriate.

☎ 02642-264596 @director@dtechindia.com 🌐 <http://www.dtechindia.com> 📄 GSTIN: 24AAHCD1661N1Z1

Registered Office : 8, Shalimar Complex, Behind Shalimar Hotel, Station Road, Bharuch, Gujrat - 392001

Branch Office : GF A-42, B-Wing, Rajlaxmi Complex, Opp. Baroda Heart Hospital Old Padra Road, Vadodara, Gujarat - 390007

Pooja Jadhav
[Signature]



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8. You are whole time employee of the Organization and shall not engage in any work or business or profession directly or indirectly, either honorary or otherwise, without the written permission of the management.
9. You will be solely responsible for the safe keeping, in good condition and order, all the Organization's property, which may be in your custody, care or charge if any.
10. As of now, the Annual Compensation Review is conducted during every 2 years for the preceding financial year.
11. This appointment can be terminated by giving 45 days of notice period subject to approval from your reporting manager. However, the full & final settlement will be paid including last month's payout after successful completion of the defined notice period only. In case of shortfall in this notice period, the amount of balance working days of the notice period will also be deducted at the time of full & final settlement.
12. Over and above the normal guidelines, terms & conditions related to separation, in the event that an employee decides to separate from the services of the Company before the completion of one year from the Date of Joining, then any amounts paid by the Company for the benefits / facilities related to Joining, as well as onetime cost of Uniform's would be recovered in full, in the Full & Final Settlement of the employee.
13. The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

Please confirm your acceptance of this appointment letter by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely

For,

D-Tech Solution Integrators Private Limited

Sariga Patel

HR Executive



Raja Tallal. D

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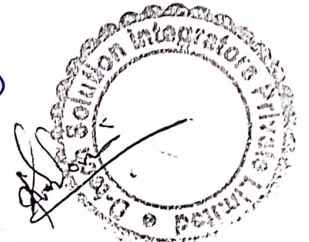
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ANNEXURE-1: SALRY STRUCTURE

NAME:	Pooja Jadhav	
DESIGNATION OFFERED:	Inside Sales Representative	
LOCATION:	Bangalore	
DEPARTMENT:	Sales	
CTC Components	D-Tech Solution Integrators Private Limited	
	in INR p.m.	in INR p.a.
Basic	27522.5	330270
House Rent Allowance	11009	132108
Conveyance	0	0
Medical Allowances	0	0
Other Allowances	0	0
Bonus	2292.6	27511
Leave	1376.125	16514
Gross Fixed Pay (A)	42200	506403
Provident Fund – Employer	NA	NA
Variable Salary **: Incentive (if any)	As Per Attached Annexure for Incentive	
Any kind of Insurance	NA	NA
Other Benefit (B)	0	0
Total CTC (C=A+B)	42200	506403
Provident Fund	NA	NA
Professional Tax	200	2400
Total Deduction (D)	200	2400
Total Take Home (A-D)	42000	504003

Pooja Jadhav



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ANNEXURE-2: INCENTIVE STRUCTURE

Incentive Slabs for Tata Product Line		
Level	Details	Monthly
Ground 1	4,00,000 to 5,00,000 (every month)	3000
Ground 2	4,00,000 (each month to continuous 6 month)	4000
Ground 3	5,00,001 and above (every month)	5000
Ground 4	5,00,000 (each month to continuous six month)	5625

Other than TATA (Generating Team Lead)			
Level	Details	% Incentive Amount (per month)	% Incentive Amount (Quarter)
Ground 1	25,00,001 to 50,00,000	4140	12420
Ground 2	50,00,001 to 75,00,000	13000	39000
Ground 3	75,00,001 to 1 Crore	24700	74100
Ground 4	1,00,00,001 and above	39450	118350


Pooja Tadliwal. D

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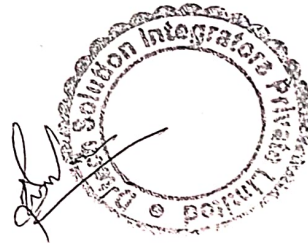


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Sr. No.	Description
1	Above is a performance linked incentive plan which is applicable monthly and 2 quarter (six months) period from your date of joining. Post then, will have an evaluation of your performance.
2	Any IT / statutory liability shall be to the employee's account.
3	This shall be completely confidential and shall not be shared / discussed with anyone else.
4	A quarter means for 3 months' period. Hence the performance and payment period will be as follow.
	Performance period
	Oct, Nov, Dec
	Jan, Feb, Mar
	Apr, May, June
	Aug, Sep, Oct

Note: You will receive salary, and all other benefits forming part of your remuneration package subject to, and after, deduction of tax at source in accordance with applicable law.



Teena Tadhah. D

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ANNEXURE-3: OTHER ALLOWANCES / BENEFITS STRUCTURE

Sr. No.	Allowances / Benefits	Description
1	Petrol	<ul style="list-style-type: none">Petrol allowance of 2 Rs. Per Km
2	Phone	<ul style="list-style-type: none">Company SIM Card will be provided to you with Standard Plan of Rs. 399 on Monthly basis includes 20GB Data pack each month.
3	Food	<ul style="list-style-type: none">For Full day – 250 Rs. (Lunch + Dinner)For Half day – 120 Rs. (Lunch/Dinner Only)Per day full food allowance will be applicable for staying outstation from work location continuously for 2-3 days.Per day half food allowance will be applicable from 7:00 a.m. to 12:00 p.m. one-day job only.Food allowances will not be applicable for 9:00 a.m. to 6:00 p.m. during office timings (standard office timings)
4	Hotel/Accommodation	<ul style="list-style-type: none">Per Day Max. Allowed Limit - 1000/- Rs. for 24 hrs. Check-In/Check-Out

Note: For the disbursement of claimed voucher, relevant copy of Petrol, Food, Hotel's bill along with payment details must be required along with travel claim voucher.

Acceptance by employee:

I have read and understood the above terms and conditions governing my service/employment with the organization and the same are acceptable to me in totality.

Employee Name: Pooja Jadhav

Place: Bharuch

Sign:

Date: 10/12/2021

Pooja Jadhav

