

Offer Letter

12<sup>th</sup> October, 2022

**Vyankat Bapurao Jadhav**  
Mumbai

Dear Vyankat,

This has reference to your application for a suitable post and your subsequent interview with us.

We are pleased to offer you the position of **Software Engineer** in our organization. You shall be on probation for a minimum of six months, after which you shall be confirmed upon satisfactory performance review.

You will be entitled for Annual CTC of **Rs 4,50,000/- (Rupees Four Lakhs and Fifty Thousand Only)** per annum. The breakup of this salary is attached herewith.

Apart from the salary you will be entitled for the reimbursement of official mobile expenses, as per company policy.

Please return the duplicate copy of this letter duly signed by you as a token of acceptance of offer. The detailed appointment letter shall be issued to you on submission of relevant documents to the HR Department.

Please share your resignation acceptance mail / intimation with us within 5 working days from date of offer.

This offer is valid subject to positive verification of your employment and credentials.

**For Clover Infotech Pvt Ltd.,**



**Elizabeth Paul**  
**Senior Vice President – Human Resources**

**Confidential**

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**Clover Infotech Private Limited**

Corporate Office: Dhana Singh Processors Building, Vazir Glass Lane, J. B. Nagar, Andheri (E), Mumbai-400059, Maharashtra, India. Tel: +91 22-29261650 Fax: +91 22-29262001  
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Website: [www.cloverinfotech.com](http://www.cloverinfotech.com) Email: [clover.info@cloverinfotech.com](mailto:clover.info@cloverinfotech.com) CIN No. U72200PN2000PTC014922

**ANNEXURE - I**

**Name - Vyankat Bapurao Jadhav**  
**Designation - Software Engineer**  
**Grade - M1**

Details	Salary Structure	
	PM	PA
Basic	17,250	207,000
House Rent Allowance	8,625	103,500
Education Allowance	200	2,400
Food Allowance	1,100	13,200
Conveyance Allowance	1,600	19,200
Medical Allowance	1,250	15,000
City Compensatory Allowance	4,228	50,732
<b>Total Gross</b>	<b>34,253</b>	<b>411,032</b>
Gratuity	829	9,952
Medical Insurance	548	6,576
Personal Accident Insurance	70	840
Provident Fund (Company's Contribution)	1,800	21,600
<b>Total Cost To Company</b>	<b>37,500</b>	<b>450,000</b>

**Notes**

Clover Infotech has the right to restructure components differently, as per prevailing policy.

You will not be entitled to all the components as India salary if you are deputed abroad.

**\*Income - tax deduction, if applicable, will be as per the Income Tax- Act-1961\***