

October 24, 2018

Ms. Abhilasha Nagar

C/O Yudhister Gupta
23/123, C.H.B, Pal Road,
Jodhpur-342008 , Rajasthan, India

EMPLOYMENT CONTRACT

Dear Abhilasha,

Welcome to Team Veda!

We are pleased to offer you appointment as **Office Executive** in our Company. You will be positioned at Jodhpur and working for the client. The terms and conditions of your appointment are given below:

1. You will be paid an annual salary of **Rs. 180,000/- (One lac eighty thousand only)** till February 2019 and from March 2019 onwards you will be paid **Rs. 216,000 (Two lac sixteen thousand only)** which includes all your perquisites and allowances.
2. Your working hours till February 2019 would be 9.30 AM to 3.00 PM.
3. The breakup of the salary is detailed in the annexure.
4. This offer of appointment is effective from **October 26, 2018**.

For Separation/Termination the following Terms and Conditions will hold:

- 4.1. Either party may terminate the services with 1 months' notice without assigning reasons.
- 4.2. Notice period is meant to ensure completion of jobs already taken, transfer ongoing jobs, smooth transition and provide for time to get suitable replacement. Failing to fulfil this commitment and purely at the discretion of the employer, for any risk whatsoever, the employee will be required to pay to the employer, on demand, a sum not exceeding 3 (three) months' or 1 (one) month's basic salary, as the case may be, as was being received by the employee at the time of said notice, as compensation. In the same manner, if the employer wants to dispense with the services of the employee, both notice period and compensation clauses apply to employer.
- 4.3. Notwithstanding anything to the contrary contained herein, the Company shall be entitled to forthwith terminate your appointment without any notice or payment of any kind whatsoever in lieu of notice or otherwise in case of:
 - 4.3.1. Any act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or other misconduct or neglect of duty, or incompetence in the discharge of duty on your part of the breach of any of the terms, conditions and stipulations contained herein.
 - 4.3.2. The reconstruction or amalgamation of the Company whether by winding up of the Company or otherwise.
5. Any information provided to the company in the application for job or during the course of your employment was found wrong and you have intentionally provided wrong information.

6. You will be governed by the Policies of the company as may be applicable to you from time to time.
7. You are liable to be transferred from one job to another job or from one department to another department or from one establishment to another establishment if required by the Management. You shall do such other work, which will be assigned to you by the Management from time to time. Any such changes in assignment or transfer will not automatically entitle you to any additional remuneration, allowance, compensation, or other sum in respect thereof.
8. It is also expressly agreed to by and between us that the Company shall be entitled to loan or transfer your services, provisionally for any duration or permanently, wholly or partly to any Company which is or at the material time may be an associate, affiliate, successor, assigns or subsidiary or principal contractor to, or the latter having a controlling interest in the said company.
9. Before proceeding on an overseas assignment you will be required to give the company, a written undertaking for dedicated services to the client, completing the work/project assigned and timely return to resume work in India. The details of such assignments including reimbursement of necessary expenditure will be communicated to you before your proceeding on such assignments.
10. While serving the Company, you shall give and devote the whole of your work day exclusively to your duties with the Company and shall not engage yourself, directly or indirectly without prior consent in writing of the Company with or without remuneration in any trade, business, occupation, employment, service or calling which is similar to or the same as that carried out by the Company nor shall you undertake any activities which are contrary to or inconsistent either with your duties and obligations under this appointment or with the Company's interests.
11. This is a position of continuous responsibility and does not entail payment of extra time or overtime until unless it is assigned in writing by the management.
12. You may be selected and sponsored by the Company for training assignments with company's associates or other institutions in India or abroad. You will diligently and beneficially, take part in such training and assignment. In such event, you will continue to serve the company after such training, for a minimum period as may be stipulated.
13. You shall not, at any time during the continuance or after the termination of your employment hereunder, divulge either directly to any person, firm or Company or use for yourself or another any knowledge, information, formulae, processes, methods, compositions, ideas or documents, concerning the business and affairs of the company or any of its dealings, transactions or affairs which you may acquire the company or any of its dealings, transactions or affairs which you may acquire or have to your knowledge during the course of and incidental to your employment.
14. All programs, system logins, manuals, literatures etc. developed by you while in company service will at all times be deemed to be the sole property of the company. Also the company would, at all times have the sole proprietary right in any new system which you may develop while in company's service.
15. You shall obtain written permission from your immediate supervisor, as per the company policies, for any studies giving full details of examination and duration. While following studies, the duties and accountabilities of your job will not be compromised and the demand arising out of work will prevail over.
16. For the purpose of this clause, the expression "The Company" shall in addition to Veda Consulting and Services, mean and include any firm, person or Company subsidiary to or affiliated to with Veda Consulting and Services.
17. If any declaration given or furnished by you to the company in any document submitted for employment proves to be false or if you have wilfully suppressed any material information, you will be liable to be terminated without notice.
18. We request you to produce a proof of age, relieving letter from the previous employers, educational certificates, 3 passport size photographs and proof of last drawn salary with a true copy of the same for our records.

19. You are advised to keep all original certificates and passport with you all the time to enable you to produce the same at short notice, if required for visa processing purposes.
20. This letter is governed by and shall be construed in accordance with the laws of India, and both parties to this letter shall submit to the exclusive jurisdiction of the Indian courts. This letter contains the entire understanding between the parties and supersedes all previous agreements and/or arrangements relating to employment with the company. Any amendment or modification to this letter shall be made in writing and signed by both the parties
21. As substantial amount of technical and other information will be obtained by you or will be available to you, you will appreciate that any information so obtained must not be communicated directly or indirectly to any person, firm or company. You will therefore be agreed to sign a Secrecy Agreement of Non-Disclosure / Confidentiality and a Non-compete agreement.

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

We duly hope that you will accept this offer and this will be a significant step towards a mutually beneficial relationship. We look forward to you joining us and creating value.

For and on behalf of
Veda Search and Consulting Pvt. Ltd.



Gorakh Tiwari
Managing Director

Acceptance:

I have read and understood and accepted the terms and conditions of employment. As desired, I will join the company's services w.e.f. **October 26, 2018.**

Signature:

Name: Abhilasha Nagar

Date:

Place:

ANNEXURE-I TO THE OFFER OF APPOINTMENT

Designation: Office Executive

Location: Jodhpur

Date of Joining: On or before 26.10.2018

Compensation plan (till February 2019)

Sr.#	Components	Monthly Amount (Rs)	Annual Amount (Rs)
1.	Basic Pay	6,000/-	72,000/-
2.	House Rent Allowance	3,000/-	36,000/-
3	Conveyance allowance	1,600 /-	19,200/-
4	Medical Allowance	1,250/-	15,000/-
5.	Special Allowance	3,150/-	37,800/-
	Total	15,000/-	180,000/-

From March onwards there will be a Rs. 3,000 P.M (INR Three thousand per month) increase in your special allowances.

Please note the following policies pertaining to your employment:

- If travel outside Jodhpur (by train or plane), travel allowance 750 rupee/day.
- If you need to stay in a Hotel outside Jodhpur, hand over the invoices for the hotel stay, max 1800 rupee/night.
- Petrol fee if you use your own motorbike, based on how much you travel, but this will be around 80 rupees a workday if in Jodhpur.
- Expenses for phone will be paid based on your expenses for the phone.
- Computer (laptop) from the company

All the expenses will be reimbursed after submitting the valid bill and subject to the approval of client on monthly basis.

Date: Sep 13, 2018
Offer No : QS1386387

AISHWARYA
211 BALDEV NAGAR MASURIYA
JODHPUR 342001
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear AISHWARYA

We are pleased to offer you employment at QESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of india as and required by Qess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

Offer No : QS1386387

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The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2019 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such

act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Sep 17 2018 at the clients place.

You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited.**



Tej Hans Raj Singh

Vice President-Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I have received Quess's Associate Manual and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

Annexure A

Compensation Sheet

Offer No: QS1386387

Associate Name: AISHWARYA

Designation: branch relationship executive

Location: JODHPUR

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428

Employer's Contribution		
Employer Pf	754	9048
Employer Esi	469	5628
Total Contribution	1223	14676
Cost to Company: (CTC)	11092	133104

Deduction: (Subjected to change)		
Provident Fund	696	8352
Employee Esi	173	2076
Total Deduction	869	10428
Net Take Home	9000	108000



Tej Hans Raj Singh

Vice President-Operations | Staffing

Date: Sep 13, 2018
Offer No : QS1386390

DEEKSHA SINGHAL
18/237 CHOPASANI HOUSING BOAD
JODHPUR 342008
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear DEEKSHA SINGHAL

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of india as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

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Offer No : QS1386390

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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Toll Free No: 1800-1088-999

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2019 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such

act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

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Offer No : QS1386390

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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quescorp.com> | Toll Free No: 1800-1088-999

concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Sep 17 2018 at the clients place.

You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited.**



Tej Hans Raj Singh
Vice President-Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I have received Quess's Associate Manual and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

Annexure A

Compensation Sheet

Offer No: Q51386390

Associate Name: DEEKSHA SINGHAL

Designation: branch relationship executive

Location: JODHPUR

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428

Employer's Contribution		
Employer Pf	754	9048
Employer Esi	469	5628
Total Contribution	1223	14676
Cost to Company: (CTC)	11092	133104

Deduction: (Subjected to change)		
Provident Fund	696	8352
Employee Esi	173	2076
Total Deduction	869	10428
Net Take Home	9000	108000

[Handwritten Signature]

Tej Hans Raj Singh
Vice President-Operations | Staffing

Offer No : Q51386390

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3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quescorp.com> | Toll Free No: 1800-1088-999

Date: Sep 13, 2018
Offer No : QS1386380

DIMPLE
C 59 1ST EXT. KAMLA NEHRU NAGAR
JODHPUR 342008
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear DIMPLE

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

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Offer No : QS1386380

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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscopy.com> | Toll Free No: 1800-1088-999

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2019 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

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However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

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act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

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BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

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OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUEST (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

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QUEST Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.questcorp.com> | Toll Free No: 1800-1088-999

concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Sep 17 2018 at the clients place.


You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited.**



Tej Hans Raj Singh
Vice President-Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I have received Quess's Associate Manual and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

Annexure A

Compensation Sheet

Offer No: QS1386380

Associate Name: DIMPLE

Designation: branch relationship executive

Location: JODHPUR

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428
Employer's Contribution		9048
Employer Pf	754	5628
Employer Esi	469	14676
Total Contribution	1223	133104
Cost to Company: (CTC)	11092	
Deduction: (Subjected to change)		8352
Provident Fund	696	2076
Employee Esi	173	10428
Total Deduction	869	108000
Net Take Home	9000	

Tej Hans Raj Singh

Tej Hans Raj Singh
Vice President-Operations | Staffing

Date: Sep 13, 2018
Offer No : QS1386383

SHIKHA SHARMA
SMQ NO. 45/03 ARJUN ENCLAVE
JODHPUR 342011
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear SHIKHA SHARMA

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of india as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

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Offer No : QS1386383

Page 1

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Toll Free No: 1800-1088-999

act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2019 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such

Annexure A

Compensation Sheet

Offer No: Q51386383

Associate Name: SHIKHA SHARMA

Designation: branch relationship executive

Location: JODHPUR

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428

Employer's Contribution		
Employer Pf	754	9048
Employer Esi	469	5628
Total Contribution	1223	14676
Cost to Company: (CTC)	11092	133104

Deduction: (Subjected to change)		
Provident Fund	696	8352
Employee Esi	173	2076
Total Deduction	869	10428
Net Take Home	9000	108000



Tej Hans Raj Singh

Vice President-Operations | Staffing

Date: Sep 13, 2018
Offer No : QS1386382

SWASTIKA KUMARI
46 SIKARGARH
JODHPUR 342003
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear SWASTIKA KUMARI

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

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Offer No : QS1386382

Page 1

QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Toll Free No: 1800-1088-999

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2013 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Office of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such

act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Sep 17 2018 at the clients place.

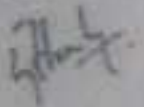
You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For QUESS Corp Limited.



Tej Hans Raj Singh
Vice President-Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I have received Quess's Associate Manual and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

Annexure A

Compensation Sheet

Offer No: QS1386382

Associate Name: SWASTIKA KUMARI

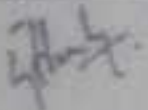
Designation: branch relationship executive

Location: JODHPUR

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428

Employer's Contribution		
Employer Pf	754	9048
Employer Esi	469	5628
Total Contribution	1223	14676
Cost to Company: (CTC)	11092	133104

Deduction: (Subjected to change)		
Provident Fund	696	8352
Employee Esi	173	2076
Total Deduction	869	10428
Net Take Home	9000	108000



Tej Hans Raj Singh

Vice President-Operations | Staffing

Date: Sep 13, 2018
Offer No : QS1386388

VAISHALI
NEAR PANCHMOOKHI BALAJI
JODHPUR 342003
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear VAISHALI

We are pleased to offer you employment at QUES Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QUES, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QUES, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Ques for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

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Offer No : QS1386388

Page 1

QUSS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Toll Free No: 1800-1088-999

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2019 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such

act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. *If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.*

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

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Offer No : QS1386388

Page 3

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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quesscorp.com> | Toll Free No: 1800-1088-999

concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Sep 17 2018 at the clients place.

You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited.**



Tej Hans Raj Singh

Vice President-Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I have received Quess's Associate Manual and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

Annexure A

Compensation Sheet

Offer No: **QS1386388**

Associate Name: **VAISHALI**

Designation: **branch relationship executive**

Location: **JODHPUR**

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428

Employer's Contribution		
Employer Pf	754	9048
Employer Esi	469	5628
Total Contribution	1223	14676
Cost to Company: (CTC)	11092	133104

Deduction: (Subjected to change)		
Provident Fund	696	8352
Employee Esi	173	2076
Total Deduction	869	10428
Net Take Home	9000	108000

Tej Hans Raj Singh

Tej Hans Raj Singh
Vice President-Operations | Staffing

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Offer No : QS1386388

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QUESS Corp Limited (Formerly IKYA Human Capital Solutions)
3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quescorp.com> | Toll Free No: 1800-1088-999

Date: Sep 13, 2018
Offer No : QS1386375

VARSHA TAK
H 121 UIT COLONY PRATAP NAGAR
JODHPUR 342001
RAJASTHAN

FIXED TERM EMPLOYMENT CONTRACT

Dear VARSHA TAK

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to SBI CARDS AND PAYMENT SERVICES PVT LTD under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from SEP 17, 2018 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from SEP 17, 2018 to MAR 16, 2019.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at JODHPUR.

POSITION:

You are appointed as BRANCH RELATIONSHIP EXECUTIVE.

REMUNERATION:

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Offer No : QS1386375

Page 1

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid MAR 16, 2019 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at QUESS within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 30 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 30 day's notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such

act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee

concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on Sep 17 2018 at the clients place.

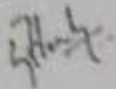
You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited.**



Tej Hans Raj Singh
Vice President-Operations | Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same. I have received Quess's Associate Manual and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

Annexure A

Compensation Sheet

Offer No: QS1386375

Associate Name: VARSHA TAK

Designation: branch relationship executive

Location: JODHPUR

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic Salary	5798	69576
House Rent Allowance	2319	27828
City Compensatory Allowance	1169	14028
Statutory Bonus	583	6996
Gross Salary	9869	118428

Employer's Contribution		
Employer Pf	754	9048
Employer Esi	469	5628
Total Contribution	1223	14676
Cost to Company: (CTC)	11092	133104

Deduction: (Subjected to change)		
Provident Fund	696	8352
Employee Esi	173	2076
Total Deduction	869	10428
Net Take Home	9000	108000

Tej Hans Raj Singh

Tej Hans Raj Singh

Vice President-Operations | Staffing