



OFFER LETTER

Date:21-Sep-2019

Rakesh J P

Emp Id: 21480

Bangalore

Dear **Rakesh J P,**

SPNN Business Services Private Limited (from herein referred to as Company)is pleased to extend you an offer for the position of **Loader**, for deputation under **Swiggy** in **Bangalore**. We believe you will be an excellent addition to our team and are looking forward to having you on board.

This employment will be a contractual assignment - for a period of **11 Month** effective from your date of joining, i.e.,from **23/Sep/2019** to **23/Aug/2020**, provided successful completion of your documentation and background verification, for which we request you to kindly provide with the necessary documents appended in Annexure – A of this document.

Your annual CTC will be **INR 215400 (Rupees Two Lakh Fifteen Thousand Four Hundred Only)** - the details to which are included in Annexure – B of this document.

We hereby extend you a warm welcome to the Avsar family, and, wish you all the best.

Annexure A

Documents
Aadhar Card (Both Sides)
Pan Card
Cheque Leaf or Bank Statement
Highest Qualification Degree
10th and 12th mark-sheets
Appointment Letter, Offer Letter, and, Relieving Letter from previous Organisation(s)
Experience Letter
Salary slips (Last 3 months)
2 references of previous company (Manager and Colleague): Name, Phone Number, LinkedIn Id Link, Designation.

SPNN Business Services Pvt. Ltd.

Registered Office :
A-6, Sector 4, Plot No. 7,
Dwarka, New Delhi-110075

Corporate Office :
#1178, Rudraksh Sync Space 5th Main 7th
Sector, HSR Layout, Bangaluru - 560102

Branch Office :
470, Udyog Vihar Phase V, Sector - 19,
Gurgaon - 122016

Tel. : 080 - 4809 4300
E-mail : partners@avsar.co
Website : www.avsar.co
CIN No - U74999DL2016PTC309702



Annexure B

Particulars	Per Month	Per Annum
Basic	12466	149592
HRA	3349	40188
Conveyance Allowance	0	0
Special Allowance	0	0
Total Gross	15,815	189780
Employee PF@ 12%	1496	17952
Employee ESIC@ 0.75%	119	1428
PT	200	2400
Total Deduction	1815	21780
Take Home	14000	168000
Employer PF@ 12%	1496	17952
PF Admin Charges @ 1%	125	1500
Employer ESIC@ 3.25%	514	6168
CTC To Employee	17950	215400

We will be grateful if you return the duplicate copy of this letter, duly signed in token of acceptance of the terms and conditions of your employment, within two days of you receiving this letter.

If you are unable to join the duties in stipulated time and date, this offer given to you will stand cancelled and/or withdrawn automatically.

Yours sincerely,

For **SPNN Business Services Pvt. Ltd,**



Navneet Singh

CEO

I accept the above terms and conditions, and, agree to abide by them.

Name: **Rakesh J P**

Signature

Date:

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