



NIMAP INFOTECH
FOCUS TO REDEFINE

Nimap Infotech LLP

Regd. Add :- Flat No. B-204, 2nd Floor, Pawapuri Apt 85/87, Seth Motisha Lane, Love Lane, Mazgaon, Mumbai - 400 010.

Admin Add:- Todi Industrial Estate, A Wing, Gala No. 41, 4th floor, Sunmill Compound, Lower Parel- West, Mumbai - 400013

Tel : +91 22 6639 5181
Mob : +91 9819312721
+91 9920977080

CIN No. - AAC-2388
Email - info@nimapinfotech.com
Website - www.nimapinfotech.com

Offer Letter

To,
Mr. Chaitanya Mugut Rajiwade.

Date: 24 /05 /2023

Address : 204, Laxmi Narayan C.H.S., Sayani Road, Prabhadevi, Mumbai - 400025

Congratulations ! You are now a part of the Nimap family !! We are delighted to extend to you our offer to join Nimap Infotech LLP (herein referred as 'Nimap') for the position of **Software Developer** the terms and conditions set forth in this offer letter.

You will join us as a full time employee on **1st May 2023** You agree to serve the company for a minimum of **2 years**. You will be eligible for your next annual increment in **September 2025**.

You will be on probation for the first 6 months of joining. The address of our premises is Office no 41, Todi estate A wing, Sunmill compound, Senapati Bapat Marg, Lower Parel west, Mumbai – 400 010.

As long as you join us as a full time employee and remain actively employed by the Company, you will be eligible for the compensation indicated in the attached **Annexure A** subject to the following **terms and conditions**:

It is essential that you join on the date as mentioned in the offer letter. In case of mediocre performance, Nimap reserves the right to terminate the employee within 30 days without any compensation. After accepting our offer, if you do not report for work on the stipulated date, this offer letter will stand withdrawn.

BENEFITS, INCREMENT AND PROMOTION

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

You will be eligible for your next annual increment in **September 2025**.

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You will be responsible to plan for appropriate tax savings the satisfactory proof of which will be submitted to us well in time or else the applicable taxes like Professional Tax, Income Tax, etc. will be deducted from your monthly salary. A complete breakup of your salary structure is defined in Annexure A

TRANSFER

Nimap reserves the right to transfer your services at any of its offices, work-sites, associates or affiliate companies including at its client's location anywhere within or outside India, on the terms and conditions as applicable to you at the time of transfer.

CONDUCT

You shall not at any time engage in or be concerned with or become interested, directly or indirectly in any business (including that of Nimap's customers), work or activity other than that of the Company or commit any act prejudicial to the interests of the Company and/or its business (The Company being the sole judge thereof). You shall be governed by all rules, regulations and policies of the Company.

WORKING HOURS

The default working hours in Nimap is from **9:30 AM to 6:30 PM** on all days except Sunday and two Saturdays of the month. However, if your supervisor requests alternate/additional working hours and alternate/additional weekly schedule including working in shifts, then that request will supersede these default working hours and weekly schedule.

ALTERNATE EMPLOYMENT

As a full-time employee of Nimap, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the prior written permission of Nimap.

LEAVE

You will be eligible for a total of **8 sick / casual leaves per annum & 1 earned** per month after your probation period

UNAUTHORIZED ABSENCE

Your unauthorized absence from the job for a continuous period of more than three (3) working days will be treated as absconding from duty, and in the event of your not reporting for job within 10 days from the date of absence, the same would be treated as "Your voluntary abandonment of the job" and it shall be deemed that you are no longer interested in working and have abandoned the job on your own accord. Nimap will then have a right to initiate legal proceedings against you.



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TRADE SECRETS AND CONFIDENTIAL INFORMATION

During the term of your work, you may have access to and become familiar with various trade secrets and confidential information belonging to the Company, its affiliates and its customers. You shall acknowledge that such confidential information and trade secrets are owned and shall continue to be owned solely by the Company, its affiliates and its customers, as the case may be. You shall agree not to use, communicate, reveal or otherwise make available such information for any purpose whatsoever or to divulge such information to any person, partnership, corporation or entity other than those expressly designated by the Company unless such employee is compelled to disclose it by judicial process.

RESTRICTIVE COVENANT

The Company is in the business of providing various services including services in the computer software and information technology area. By signing this agreement, you acknowledge that:

- A. The Company's services are highly specialized.
- B. The identity and particular needs of the Company's customers are highly confidential and must be kept that way
- C. The Company has a proprietary interest in its customer list and relationships.
- D. Documents and other information regarding Company's services, pricing and costs, as well as information pertaining to Company's customers, including but not limited to identity, location, service requirements and charges to the customer are highly confidential and constitute trade secrets.

You shall also during the tenure of your employment with the Company not engage yourself either directly or otherwise or carry out either by yourself or through any other person or entity any work, take assignment or contract for development or maintenance of computer software, or any such package or products belonging to or owned or possessed by any individual or group of individuals or entity even outside your normal working hours with the Company. You will not directly or indirectly solicit, take up employment or transact any sort of business directly or indirectly with any person, company, firm, or corporation which is or was the customer of the

Company on behalf of yourself or any other person, firm, company or corporation, for a period of one (1) year after this job appointment has been terminated for any reason, regardless of whether the termination is initiated by the Company or Yourself.

Your employment is subject to service conditions applicable as per the existing Company policy. Any change in such conditions would be automatically applicable and you would not be entitled to any additional benefit on account of any future changes in such policies.

TERMINATION AND NOTICE PERIOD



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The Company shall have the right to terminate your employment, without any notice, in the event of any of the following:

1. Breach of any of the conditions of this agreement; and any other rules made applicable to you in respect of your employment with us.
2. Violation on your part of the Company's rules with regard to the authenticity and information declared at the time of joining the Company.
3. Any misconduct on your part;
4. Failure to carry out any of your duties and obligations.
5. Undisciplined and/or immoral code of conduct
6. Any breach of trust or confidentiality of any sort from your side.

During the period of probation, Nimap Infotech LLP. alone has the right to terminate the contract of employment.

Nimap Infotech LLP. has the right to terminate the contract of employment by giving 90 days notice to that effect in writing or salary in lieu thereof. The right to terminate the contract of employment can also be exercised by you upon giving similar notice to that effect in writing.

If the employee's services are terminated by either side within 30 days of joining, he/she won't be liable for his first month's salary.

The 'Non Disclosure' and 'Maintenance of Business Secrecy' as defined and narrated above shall survive even after the termination of this agreement.

DISPUTE

Any dispute between yourself and the company concerning or relating to or arising out of this contract shall be subject to the jurisdiction of and be determined by a court of competent jurisdiction in Greater Mumbai only.

BONUS

Performance bonus will be paid monthly if the employee is on a client side billable project. Performance & Loyalty bonus is paid after completion of **three years of service in the company** for the number of months the employee is on a client side billable project.

EMPLOYMENT VERIFICATION

The Company reserves the right to verify your documents and background through internal or external agencies. These may include your current / previous employment history, educational / professional credentials and other



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background checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in “DOCUMENTATION REQUIRED”. If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, in advance of initiating appropriate action.

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

DOCUMENTATION REQUIRED

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of this Letter of Offer
- Relieving certificate, last 3 Months pay slip /salary certificate (If Any)from your last employer, if you were employed prior to joining us.

Copies of the following:

- SSC/HSC or equivalent examination mark sheets
- Diploma / Degree for all the Semesters/Years or Passing Certificate
- Pan card & Aadhar Card

You are requested to note that our offer is subject to your submitting the above documents.

According to the standard practice of our Company, you will treat the above terms of this Letter of Offer as confidential.

We are enthusiastic and pleased that you are going to be a part of our organization. To accept this offer of employment, you will need to sign this offer letter and send or courier the offer of employment forms to indicate address within 5 business days from the date of this letter.

All additional pre-employment documentation provided to you must be completed and returned on your start date. We look forward to your joining the Company.



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Sincerely,

For Nimap Infotech LLP



Priyank T Ranka
Authorized Partner, CEO

I have read, understood and agreed to the terms and conditions as set forth in this offer letter and the Annexure to the same.

Mr. Chaitanya Mugut Rajiwade.

Date



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Annexure A

The following compensation items are subject to the terms and conditions of your offer letter, to which this Annexure A is attached. Payments are subject to applicable taxes. Please note that fixed pay and other amounts are expressed on an annualized basis.

Salary Structure 1st Year: CTC :- 264000		
Monthly Payment	Monthly	Annual
Basic	16,000	1,92,000
Performance Bonus	2,000	24,000
Performance & Loyalty Bonus	4,000	48,000
Total Gross - Cash Component (A)	22,000	2,64,000
Less Deductions (B)		
Bonus components	6,000	72,000
Profession Tax	200	2,500
Net Take Home = A-B	15,800	1,89,500
CTC(Cost To Company)	22,000	2,64,000



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Salary Structure: CTC 2nd Year: - 348000		
Monthly Payment	Monthly	Annual
Basic	25,000	3,00,000
Performance & Loyalty Bonus	4,000	48,000
Total Gross - Cash Component (A)	29,000	3,48,000
Less Deductions (B)		
Bonus components	4,000	48,000
Profession Tax	200	2,500
Net Take Home = A-B	24,800	2,97,050
CTC(Cost To Company)	29,000	3,48,000



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Salary Structure: CTC 3 rd Year: - 480000		
Monthly Payment	Monthly	Annual
Basic	35,000	4,20,000
Performance & Loyalty Bonus	5,000	60,000
Total Gross - Cash Component (A)	40,000	4,80,000
Less Deductions (B)		
Bonus components	5,000	60,000
Profession Tax	200	2,500
Net Take Home = A-B	34,800	4,17,000
CTC(Cost To Company)	40,000	4,80,000