



+91 124 4623200  
corporate@delhivery.com  
www.delhivery.com

CIN U63090DL2011PTC221234

Ref No: - HROPS/LOI/N/9224

Date : September 10,2018

Vaijanath Sarangdhar  
Halighongade  
Rui Taluka Kandhar,  
Abulaga, Nanded,  
Maharashtra, 431714

Dear Vaijanath Sarangdhar  
Halighongade,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Delhivery Private Limited ("the company") in the position of Team Lead-Operations at the company's office located at Kolhapur\_central\_h\_2 (Maharashtra) ,on the terms and conditions set out hereinafter:

#### EMPLOYMENT

Your effective date of joining shall be no later than September 24, 2018

Your employment with the Company shall be subject to successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date. You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

#### PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at Kolhapur\_central\_h\_2 (Maharashtra). However, your services are transferable and you may be assigned / transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

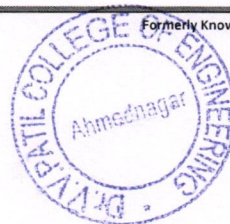
Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person / company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the Relocation Policy of the Company.

Parts of the Company operate on a 24X7 basis and are open for 365 days in a year.

Version No - 3

Version Date - 02-May-2017

Delhivery Private Limited  
Corporate Office: Plot 84, Sector 44, Gurgaon - 122022, Haryana, India  
Registered Office: A - 29(Back Part) Mohan Cooperative Industrial Estate, New Delhi - 110044



Formerly Known as SSN Logistics Private Limited  
  
PRINCIPAL  
Dr. Vithalrao Vikhe Patil  
College of Engineering  
Ahmednagar



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#### PROBATION

You shall serve a minimum probation period of 6 (Six) months from the date of your joining the Company ("Probation") following which your employment with the Company shall be deemed to be confirmed, unless stated otherwise, and in writing. The Company reserves the right to extend the Probation period for an additional period, as deemed appropriate, in the event of your performance being dissatisfactory.

It shall be your responsibility to read, pursue and follow Company's regulations/policies, copies whereof shall be made available to you on the HRMS portal.

During the period of Probation, either the Company or you may at any time terminate this letter of appointment, without cause, by giving in writing to the other party, 15 (Fifteen) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of basic salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with Appendix 3 to this letter of appointment.

#### COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of Rs. 269004 ((Rupees two lakh sixty nine thousand and four only)). Your cost to the company (CTC) shall be Rs. 269004 ((Rupees two lakh sixty nine thousand and four only)) per annum. A detailed compensation structure is provided along with this letter of appointment (Appendix 1).

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 10th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment. You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

#### RELOCATION

Any Relocation assistance, if provided shall be as per the Company's relocation policy.

#### TERMINATION OF EMPLOYMENT

During Probation period, either the Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 15 (Fifteen) day's notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 (Thirty) day's notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with Appendix 3 to this letter of appointment.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment. Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

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Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company. This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of Delhivery Private Limited. We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join. On your first day of employment, please report to our office located at Mumbai RO. at 9.30 AM along with the documents as mentioned in the Appendix 2. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

**Vaijanath Sarangdhar Halighongade, we thank you for considering Delhivery Private Limited as your future employer!**  
**We have bold objectives:**

1. Create the largest economic value for our customers through our fulfillment platform.
  2. Become the default choice for any company looking for supply chain solutions in India
  3. Focus relentlessly on economy in design and execution and pass on the benefits of our frugality to customers
- Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are a battle-hardened force today, flag-bearers for a new generation of fulfillment companies around the world. Our clients and their customers trust us to fulfill our service promises and to build new paths for commerce, maintaining the highest standards of quality, precision and professionalism.

**For Delhivery Private Limited**

**Pranay Prakash**  
**Senior Director - HR**

I accept this letter of appointment on the terms and conditions as described herein.

**ACKNOWLEDGEMENT:**

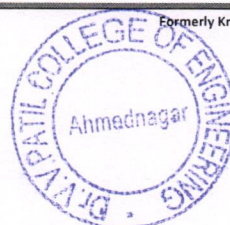
\_\_\_\_\_  
{Candidate Full Name}

Date: \_\_\_\_\_

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