



Offer: Computer Consultancy Ref: TCSL/DT20207381474/Pune

Date: 03/01/2022

Mr. Pradip Parasram Shirsath
At/P-Sonai Tal-Newasa Dist-Ahmednagar,
Sonai,
Ahmednagar-414105,
Maharastra.
Tel# -

Dear Pradip Parasram Shirsath,

#### Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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# COMPENSATION AND BENEFITS

### **BASIC SALARY**

You will be eligible for a basic salary of ₹14,784/- per month.

## **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

# 1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

### 2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### 3. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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#### **GROSS SALARY SHEET**

Annexure 1

Name Designation Institute Name	Pradip Parasram Shirsath
	Assistant System Engineer-Trainee
	Pdvvp College Of Engineering, Ahmednagar

Table 1: Compensation Details (All Components in INR)

able 1: Compensation Details (All Components in Component Category	Monthly	Annual
1) Fixed Compensation		
	14,784	1,77,408
Basic Salary Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**	/	00.400
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
	1,774	21,289
Provident Fund	711	8,533
Gratuity 8 Retirals	2,485	37,722
Total of Annual Components & Retirals  TOTAL GROSS	27,415	3,36,877

<sup>#</sup> Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

Table 2: TCSL defined structure for BoB (All Components in INR)

able 2: TCSL defined structure for BoB (All Component Category	Monthly	Annual
	5,914	70,968
House Rent Allowance	1,232	14,784
Leave Travel Assistance	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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<sup>\*</sup> Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore / Xperience Program.

<sup>\*\*</sup>The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

<sup>\*\*\*</sup> For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.