SERVICE AGREEMENT

This Agreement is made on **12th day of August, 2024** between **Haryana Agro Industries Corporation Limited, Panchkula (HAICL)** (hereinafter referred to as the "Corporation", which expression shall, unless excluded by or repugnant to the context, be deemed to include its successors in office and assignees) of the first part and **Sh. Nityananda Dakua S/o Sh. Parsuram Dakua, A/160, Sector – 2, Rourkela-6, Raurkela (M), Sundergarh, Odisha – 769 006** (hereinafter referred to as "person" of the second part).

WHEREAS the services of the person are required for HAICL.

AND WHEREAS the person has expressed his keen desire for rendering the services to the HAICL as desired under this agreement;

AND WHEREAS the parties hereby enter into this agreement on the terms & conditions appearing hereinafter.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH AND IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS UNDER: -

1. **Location:** The service location shall be based at HAICL Panchkula office; however, HAICL reserves the right to transfer the expert to any of its offices/ Associate offices.

2. **Company Policies:** The expert shall be governed by HAICL (Engagement of Expert) Rules, 2020 as may be updated/amended from time to time including for the matters relating to leaves.

   Office hours are from 9:00 am to 6:00 pm from Monday to Friday except gazetted holidays. The expert is requested to maintain flexibility & be prepared to devote additional hours in handling tasks assigned to him/her.

3. **Job Description:** -
   To work as a member of core-team on the position of **Jr. Manager (Procurement)** for setting up of retail stores under Retail Expansion Project of HAICL, Panchkula. Though work relating to Procurement and supply chain management can also be delegate to the expert as per requirement of Retail Expansion Project. The Project activity broadly involves: -

(i) Creating end to end operational plan for creating a retail chain across Haryana where products procured from different Government agencies like Hafed, Vita etc., MSMEs, FPOs and other reputed private agencies will be sold.
(ii) Proposing a working model along with feasibility study.
(iii) Inventory planning & management.
(iv) Travelling across Haryana, Chandigarh & Delhi to create this retail partners etc.
(v) Developing a supply chain and logistic strategy and thereafter implementing and to maintain the same.
(vi) Creating feasible budget estimate and to you ensure the project are implemented within these budgets.
(vii) Creating feasible payment method keeping in mind best interest of HAICL.
(viii) Overseeing pricing and stock control.
(ix) Maximizing profitability and setting/ meeting sales target including motivating staff to do so.
(x) Training, Supervising and apprising staff.
(xi) Any other work related to create a successful network of retail chain across Haryana.
(xii) Any other responsibility assigned by MD, HAICL.

4. The expert shall report to Managing Director, HAICL.

5. **Compensation:** The Total Cost of the expert to Company will be **INR 5,00,004/- (Rupees Five Lacs and Four Only) per annum.** The expert has to submit documentary evidence of last pay drawn and performance satisfaction regarding previous employment. Increment will be 0% – 20% which is to be decided by a committee duly Constituted by Board of Directors and MD, HAICL is authorized to reduce the increment done after Evaluation of performance of each expert and if performance of Expert is improved then MD, HAICL is authorized to reinstate the increment as approved by a committee duly Constituted by Board of Directors.

6. **Confidentiality:** The expert shall not divulge or disclose any information related to HAICL or policies of this organization or the affairs of the organization, which by its nature is privileged, classified or confidential and comes to his knowledge in the course of his training or employment with HAICL.

Nityananda Dakua

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7. The expert will be engaged initially for a period of one year which can be further extended by one year at a time subject to satisfactory performance as well as HAICL requirements.

8. The expert will be paid a consolidated remuneration of Indian Nation **Rupees (INR) 41,667/- (Rupees Forty-One Thousand Six Hundred and Sixty-Seven Only)** per month with effect from his date of joining HAICL, which is **12th August, 2024.** The prevailing deduction of Income tax, surcharge and cess etc. if any would be deducted from his monthly remuneration.

9. TA/DA shall be reimbursed as per Government of Haryana Rules as applicable from time to time for undertaking journey outside Panchkula City for official purpose in accordance with the provisions of HAICL (Engagement of Expert) Rules, 2020.

10. The expert shall not be involved with any other professional engagement/work assignment against salary/remuneration including holding any other office of profit in any Government, Semi Government or Private establishment during this engagement period.

11. While reporting for duty the expert is essentially required to bring the following documents and certificates.
    (i) Original and self-attested copies of his academic/professional/identification certificates like Aadhar card, Pan card etc.
    (ii) Experience certificates as per details mentioned in his resume.

12. The performance of the expert will be reviewed from time to time and if it is not found satisfactory w.r.t desired results or for any other reason, his services can be terminated by HAICL by giving a one month notice or one month salary in lieu of notice period.

13. In case the expert wants to quit the services of HAICL they will be required to submit resignation physically and resignation of Expert is required to be approved by MD, HAICL and Expert has to serve notice period of ideally 01 month or as decided by MD, HAICL but not more than 02 months from date of submission of resignation.

14. The expert has to abide by all rules & regulations that are applicable to his commitment so as to meet timelines and quality of deliverables and services.

15. HAICL reserves the right to withdraw this engagement proposal in case any of the information provided by the expert in the Resume/Personal Data Form is found misleading or misconceived and/or the background/reference checks are negative.

16. That this engagement is on purely temporary and on contract basis. The Contractual expert shall not be entitled for any other benefits of regular/permanent employee. The contractual expert hereby undertakes not to make any such claim of permanency or regularization and/or a claim to treat him/her as or at par with a regular employee of the Corporation.

The above terms & conditions are acceptable to second party and he/she is willing to join HAICL on the said position purely on job work on contract basis as per above mentioned terms & conditions.

Nityananda Dakua

Name & Signature of the expert engaged on contract basis

Authorized Signatory
For and on behalf of
Haryana Agro Industries Corporation Limited, Panchkula

Name : Nityananda Dakua
Signature :

IN WITNESS WHERE OF THE HAICL AND THE PERSON ABOVE SAID HAVE HEREUNTO SUBSCRIBE THEIR HANDS ON THE DAY, MONTH AND YEAR FIRST MENTIONED ABOVE IN THE PRESENCE OF FOLLOWING WITNESS: -

Witness

1. **Name:** SONIA SHARMA
   Signature:
   Date: 5/11/24
   Designation: Clerk

Witness

2. **Name:** ANOOP KUMAR
   Signature:
   Date: 5.11.24
   Designation: D. M.

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