Offer Date : Oct 17,2024

Offer No : GS10322543

FIXED TERM EMPLOYMENT CONTRACT

Dear Harji Ram

We are pleased to offer you employment at Quess Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:
You are deputed to **ADANI INFRA INDIA LIMITED** under this Contract. The terms of employment are exclusively with Quess, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from **Oct 17,2024** be deputed by Quess, to work at client's office / premises at any of their locations.

During the course of your contract,you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:
The term of your Contract shall be valid from **Oct 17,2024 to Sep 16,2025.**

COTERMINOUS:
Not with standing the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:
You are required to work at client's location at **Khavda .**

POSITION:
You are appointed as **SENIOR OFFICER .**

REMUNERATION:
The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:
Unless otherwise notified to you in writing this contract of employment would be valid from **Oct 17,2024 to Sep 16,2025** This contract may be considered for an extension depending on the client and Quess' requirements. The extension of contract period would be considered on fresh terms as agreed between you and Quess through a separate mutually executed contract of employment. Quess shall inform you in writing of the extension requirements

TERMINATION & SUSPENSION:
At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, Quess or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. Quess reserves all such right to withheld full or a portion of your salary during such suspension period.

Your employment with the Company shall be terminated immediately forthwith in the event you are found to be under the age of 18 years and anything done thereof by you shall be considered null and void.

NOTICE PERIOD:
In the eventuality if you wish to separate from the organization you will need to give 60 days' notice in writing. The Contract can be terminated at the discretion of Quess / Client subject to 60 days' notice. However due to breach of code of conduct, misbehavior or indiscipline etc., then in such cases, Quess will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:
You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:
You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:
You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:
The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:
The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated with immediate effect.

ABSENTEEISM:
You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:
You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:
In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of Quess (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:
Not with standing the place of working or placement or the normal or usual residence of the employee concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:
The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

You shall report to work on **Oct 17,2024** at the clients place.

You are requested to bring the following documents at the time of joining:

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 Passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card
10. Complete Application Form with Bio Data/Resume

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With Warm Regards,
For **Quess Corp Limited.**



Nitin Dave
CEO Staffing

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining,in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:..... Signature:.....

Place:..... Date:.....

QUESS
WINNING TOGETHER

Compensation Sheet

Offer No : GS10322543 **Associate Name :** Harji Ram

Designation : SENIOR OFFICER **Location** : Khavda

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	30000	360000
House Rent Allowance	15000	180000
City Compensatory Allowance	25201	302412
Statutory Bonus	2499	29988
Gross Salary	**72700**	**872400**

Employer's Contribution	Rs. Monthly Pay	Rs. Annual Pay
Employer Pf	1950	23400
Insurance	350	4200
Total Contribution	**2300**	**27600**
Cost to Company: (CTC)	75000	900000

Deduction: (Subjected to change)	Rs. Monthly Pay	Rs. Annual Pay
Provident Fund	1800	21600
Professional Tax	200	2400
Total Deduction	**2000**	**24000**
Net Take Home	**70700**	**848400**

For **Quess Corp Limited.**

Nitin Dave

Nitin Dave
CEO Staffing

Validate offer letter here

Dear Associate,

Please download the **WorQ App** on your mobile for a host of benefits

- Access all your HR Documents (PaySlip, Offer Letter, PF/ESIC/Insurance Nos, Form 16
- Get Digital ID Card
- Get Easy Access to Quess helpline
- Get access to Quess Marqet to get lucrative offers specifically for Quess Associates
- Get host of learning opportunities

You will receive your User Id / Password & Company ID by **SMS** to your registered mobile No.

For any issues in login to WorQ app, please email to **help@quesscorp.com**.

Please mention your
- Offer No : GS10322543
- Name : Harji Ram
- Mobile No : 8700469080

Link to download WorQ
Play Store (Android) - https://goo.gl/rqsMnr
App Store (iOS) - https://goo.gl/DmHpEj

Validate offer letter here