

OFFER LETTER

GMP/OFL0323/102

Date: 02/03/2023

To,
Mr. Prasad Barhate,
Malkapur, Buldhana.

Dear Mr. Prasad,

This has reference to your application for employment in our Company; we are pleased to offer you an employment with us as a **Software Developer Trainee** on **02 March 2023** from **GMP Software Pvt Ltd based in Pune HQ**

Your CTC Will be INR 1, 70,497.00/- Per Annum.

- Please note that this is merely an Offer Letter.
- You are requested to join within 7 days from receipt of this Letter, failing which this offer of employment stands withdrawn after completion of this period.
- You are requested to carry the following documents at the time of joining:
 1. Academic Certificates / Passing Certificate (Original).
 2. Two Passport size photographs.
 3. ID Proof Xerox (Pan Card/Driving License/Aadhar Card).
 4. Kindly confirm your acceptance on the duplicate copy of this letter/or Return Email. Other employment terms will be as per your appointment letter and will be informed within 7 days from your joining.
 5. Please read the draft for terms and conditions of Appointment, Rules and Regulations copy which is provided along with offer letter and then only take decision of acceptance of offer.
 6. Please check the annexure for Salary Breakup.

Yours Faithfully

I accept all terms and Conditions



HR.

Mr. B.K. Nawale

Employee Sign.

Name -	Mr. Prasad Barhate.		
Designation -	Software Developer Trainee		
Department -	IT		
Date of Joining -	02 March 2023.		
CTC BREAK UP (ANNEXURE - B)			
Annexure	Overheads	Monthly (Rs.)	Annual (Rs.)
	Fixed Component -		
A	Basic + DA	8500.00	102,000.00
	HRA	425.00	5100.00
	Education Allowance	200.00	2,400.00
	Conveyance	2875.00	34,500.00
	Fixed Gross Total	12,000.00	1,44,000.00
B	Deductions -		
	P. TAX	200.00	2,400.00
	Deduction Total	200.00	2,400.00
C	Retirals		
	Bonus	708.00	8,497.00
	Attendance bonus	500.00	6,000.00
	Performance Bonus	1,000.00	12,000.00
	Total	2,208.00	26,497.00
Fixed Net Pay (A-B)		11,800	1,41,600
A + C	CTC	14,208.00	1,70,497.00

Note -

1. Bonus will only applicable after one year completion
2. Attendance Bonus is applicable only if 100% attendance will be their per month
3. Performance Bonus will be calculated as per Target, Achievement and based on performance of every six month (As per Management rules and regulation)
4. Leaves - Annually 29 days leave benefits in calendar year (Sick -6, Casual-6, Privilege -8) + 9 Indian Govt. Holidays.

Note: If Technical Performance is not Satisfactory for Seven days this offer will be invalidate.

HR
B.K.NAWLE



EMPLOYEE SIGN
Mr. Prasad Barhate.