

6th Floor, Suma Center,
Opp. Himali Society,
Erandawne, Pune – 411 004 India
Tel.: (020) 69481400 | www.infocenter.io
CIN : U72900PN2017FTC172087

infocenter
Vadini InfoCenter.io Private Limited

CONTRACT LETTER

April 01, 2021

Ms. Tejal Rao

Dear Tejal,

We at Vadini InfoCenter.io Pvt. Ltd. ("InfoCenter.io") are endeavoring to create a workplace that is characterized by achievement and success and we expect that you would play an active role in fostering the same. We need empowered employees, proactive in every situation taking responsibility both for themselves and for the company. It also places a demand upon the employees to be active, innovative with the ability to create, gather and use knowledge.

We are pleased to offer you the position of "**Consultant**" on **Contract for 3 Months, effective 1st April 2021 to 30th September 2021** with Vadini InfoCenter.io Pvt. Ltd. (VIPL, "Company"). You will be absorbed as a full-time employee based on your **communications improvement and performance** during or after completion of your Contract.

This Contract letter outlines the general information regarding your initial responsibilities, compensation, policies and benefits. It is important that you have a thorough understanding of VIPL's business objectives.

Your monthly internship fee will be up to a maximum of Rs. 30,000/- (Rs. 3,60,000/- per year) including all statutory compliance (as per government norms).

Leaves / PTO

Only full time VIPL employees are eligible for paid time off (PTO) as per the company policy.