



**PrimeSoft IP Solutions Private Limited**

Ph: 91-40- 68351200  
email: [info@primesoft.net](mailto:info@primesoft.net)  
[www.primesoft.net](http://www.primesoft.net)

6th Floor, B Block, Qcity, Nanakramguda,  
Serilingampally, Hyderabad- 500 032.  
CIN:U72211AP2006PTC050122

**January 22, 2022**

**Venkata Sai Goutam Kumar Koppolu**

Sri Lakshmi Residency  
Opposite Raja Panagal Road 9th line,  
Ongole, Prakasam dist 523001  
Mobile: 7997223241  
Email ID: [koppolugoutamkumar@gmail.com](mailto:koppolugoutamkumar@gmail.com)

**Dear Goutam,**

We are pleased to offer you an appointment in our organization as an **Associate Engineer** operating out of our **Hyderabad** centre. Your "**Annual Compensation**" is attached herewith as in Annexure.

Your employment with us will be governed by the general rules and working conditions as applicable to the Associates/employees of PrimeSoft IP Solutions Private Limited. You will sign the necessary Agreements immediately on joining.

You are required to join us on or before **Monday, January 24, 2022**. The offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.

On the day of your joining, you are requested to report to the HR Manager, at 9.30 am to complete the joining formalities).

We welcome you to our team and look forward to a long and mutually beneficial association.

For PrimeSoft IP Solutions Pvt. Ltd.

Akshaya Shetty  
Senior HR Manager

CC: Prabhaker Ramakrishnan, President  
C. Ganesan, Director

**Acceptance**

I hereby accept the position and terms and conditions of employment offered and agree to execute the Employment and Confidentiality Agreement and other requisite documents for my employment with you. I will be joining on \_\_\_\_\_.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Name**



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## ANNEXURE

### COMPENSATION

Your **Annual Compensation Package** will be **Rs. 3, 00,000/-**

In addition to your annual CTC you will be eligible for the following additional benefits which will be governed by the company policy:

1. Medical insurance for Rs. 2, 00,000/- and Personal Accident coverage of Rs.10, 00,000/-
2. Group Term Life Insurance coverage of five times the CTC
3. Gratuity payment as per law

You will also be eligible for leaves and other such benefits in accordance with the Company's rules and regulations.

### TAXATION

Your emoluments will be subject to income tax as per the provisions of Income Tax Act, 1961 and the Company shall deduct tax at source at the applicable rates prior to making any payments to you.

### CONFIDENTIALITY

We expect you to maintain and honor at all times organization's policy of strictest confidentiality on the details of remuneration that you receive. Any violation of this policy could be reasonable grounds for termination with cause.

### DOCUMENTS REQUIRED

You are required to submit the following documents at the office **one month before the joining date**, you are requested to bring the following documents in **original**, along with one copy each.

a) Certificates supporting your educational qualifications along with mark sheets

- Xth (SSC) Certificate
- XIIth (Intermediate) Certificate
- Degree Certificate
- Master's Certificate
- Any other Certificates

b) Five passport-sized color photographs

c) You **MUST** carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number.

d) Aadhaar Card



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e) Please submit copy of the valid Passport. In case if you did not apply, please submit the proof of Passport Office submission ticket.

