

Date: Jul 17, 2023

To:

Mr. Mehul Dinesh Agarwal,
S/o Mr. Dinesh Agarwal,
S/O Dinesh Kedarnath Agarwal,
Flat No-05 Seema Complex Bijapur Road,
Old Santosh Nagar
Solapur - 413004
Maharashtra

Dear Mehul,

Congratulations!

We are delighted to offer you the position of **Executive - Presales** at MarketXpander Services Private Limited ("Company") and we look forward to a mutually fulfilling association.

We are very excited about the potential that you bring to the company and hope that you will find excellent opportunities to learn, contribute and grow.

Please find enclosed your employment letter and other details.

We would appreciate your acceptance of this offer within 7 (Seven) calendar days from the date of receipt of this Offer Letter failing which this offer shall stand automatically withdrawn.

If you have any questions, please do not hesitate to contact us.

Sincerely,
For MarketXpander Services Private Limited

Prashant Singh

Prashant Singh
Chief Operating Officer

MarketXpander Services Pvt. Ltd.

33, 14th Cross, 9th Main, Sector - 6, HSR Layout, Bangalore - 560 102, Phone : 080 - 67330900, Web: www.leadsquared.com

CIN : U74140KA2011PTC059300

Dear Mehul,

We are pleased to offer you a position of **Executive - Presales at MarketXpander Services Private Limited ("Company")**. Your total cost to company will be **₹9,00,000 (INR Nine Lakhs Only) per annum** and you will be at **Level X1** in the organization.

It is very important that you keep the terms of this offer letter highly confidential at all times. Please note that these terms are based on an individual's experience, background and potential, and are unique to each individual.

Appointment:

- a) Your date of appointment is effective on or before **Jul 19, 2023**.
- b) This offer is made for a full time employment with the Company and that you will not undertake any other part time/ full-time work, without the prior written consent of the Company.
- c) You could be transferred to any of other offices / branches / subsidiaries/ affiliates, either domestic or abroad, should the need arise.
- d) You agree to abide by the Company's rules, regulations, and policies ("**Company Policies**") as may be in effect from time to time with respect to your function, grade or location where you work in.

I. Compensation:

- a) Your total annual cost to the Company will be **₹9,00,000 (INR Nine Lakhs Only)**.

II. Benefits:

You will be entitled to the following as per the Company's policy:

- a) Leaves and holidays.
- b) Leave Travel Allowance
- c) Group Medical Insurance, Group Personal Accidental Insurance Employee Benefits Program

III. Background check, Health check and References:

We would be conducting a background, health and reference check on your employment details. Your employment with us is contingent upon our obtaining a satisfactory report on the background check as conducted by our approved agency as to your employment, experience, work history etc. You also undertake to ensure that all information provided by you is accurate and up to date at all times.

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IV. Termination:

Either party may terminate the appointment by giving the other party **60 (Sixty)** days' written notice on confirmation. The Company reserves the right to pay or recover basic salary in lieu of notice period.

On the day of joining, you are requested to be present at 10:30 AM for your on-boarding formalities at **2nd and 3rd Floor Omega Block Cessna Business Park Embassy Tech Square Kadubeesanahalli Bangalore - 560102** and kindly contact our representative in HR Operations department.

Sincerely,

For MarketXpander Services Private Limited,

Prashant Singh

Prashant Singh
Chief Operating Officer

Annexure to the Employment Letter

Annexure 1: Compensation break-up

Annexure 2: Documents to be submitted on the day of joining

ACCEPTANCE

I, **Mehul Dinesh Agarwal**, have read, understood, and agree to accept the employment on the terms and conditions mentioned in this appointment letter and the annexes.

Name: _____

Signature: _____

Date : _____

Date of Joining (DD/MM/YY): _____

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Annexure 1: Compensation break-up of ₹9,00,000

Name	Designation	Level	Fixed CTC (₹)
Mehul Dinesh Agarwal	Executive - Presales	X1	9,00,000

Components	Annual (₹)	Monthly (₹)
Basic	360000	30000
HRA	180000	15000
Flexible Benefits Package (*)	158400	13200
Allowance in lieu of Employer's Contribution to PF	21600	1800
Special Allowance	180000	15000
Fixed CTC	900000	75000

Flexible Benefits Package	Annual (₹)	Monthly (₹)
Telephone Reimbursements	24000	2000
Professional Development Allowance	36000	3000
LTA	36000	3000
Employer contribution for NPS	36000	3000
Food Allowance	26400	2200

(*) FBP components are paid against bills. Unclaimed amount is carried forward to subsequent month. Unclaimed amount at the end of the year is paid as special allowance. An employee can choose to get this paid as a part of special allowance on monthly basis in which case it is completely taxable.

(#) Taxes are applicable as per statutory rules.

Annexure 2: Documents to be submitted on the joining day

1. PAN card copy
2. Aadhar Card
3. Passport copy (first and last page, all pages VISA stamps)
4. Four passport sized photographs (White Background)
5. SSLC/Class 10 certificate copy and marksheets
6. Copies of all education certificates and marksheets
7. Relieving letter of previous organization
8. Salary slips of previous organization
9. Income Tax Statement from previous employer

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