

IndusInd Marketing and Financial Services Pvt. Ltd.

Corporate Office : No.39, Sun Plaza, First Floor, G.N.Chetty Road, Chennai - 600 006, India.

Tel: 044 28153901, 02, 03 Extn -18 **CIN :** U67190TN2002PTC048590

Registered Office and Corporate Office : Old No. 19, New No. 39, Room No. 1&2, Sun Plaza, First Floor, G.N.Chetty Road, Chennai - 600 006, India.

Jun 27, 2025

Mr. BASAGALLA PAVANKALYAN

Phone: 7780557031

Letter of Offer

Dear BASAGALLA PAVANKALYAN,

Congratulations!

Further to your application for employment with us & the subsequent selection process, we are delighted to offer you a position of **COUNTER STAFF EXECUTIVE**, to be initially based out of **CHANDA_NAGAR_AHC** however the organization at the sole discretion can transfer you to any of its offices in India.

This offer is based on your profile, relevant work experience and performance in the selection process. The offer is subject to -

1. Your date of commencement of employment being on or before **30 Jul 2025**.
2. You being certified medically fit for the job by qualified medical practitioner post offer- acceptance.
3. **Verification of your testimonials in support of qualifications (UG/PG Degree Certificates), PAN card, Aadhar card, Previous work experience, Compensation, Last 2 employment Credentials (Offer Letter & Relieving letter), latest 3 months payslip of current company (if applicable) & Age**
4. Satisfactory reference check.
5. All Executives hired for Collection and DTE roles should complete their DRA certification within 90 days from the date of joining.

However, the management reserves its right to decide based on merits of the candidate.

Your Total CTC **excluding Performance based bonus/Incentives** has been detailed in the Compensation Detail Table (**Annexure A**)

Please treat this offer and all other contents of this letter as strictly private and confidential. If the above offer is acceptable to you, you may kindly confirm your acceptance immediately.

We look forward to the opportunity to work with you in an environment that is successful and mutually challenging and rewarding.

This is a system generated hence signature not required.

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Annexure A

Name : BASAGALLA PAVANKALYAN
Location : CHANDA_NAGAR_AHC
Grade Band/Level : E1
Department : Business

Compensation Heads	Rupees (Per Month)	Rupees (Per Annum)
BASIC	4603	55236
DEARNESS ALLOWANCE	3288	39456
HOUSE RENT ALLOWANCE	4560	54720
STATUTORY BONUS	700	8400
SUB TOTAL	13151	157812
DOMICILIARY MEDICAL ALLOWANCE	384	4608
EMPLOYER PF CONTRIBUTION	947	11364
SUB TOTAL	1331	15972
ANNUAL GUARANTEED CASH – C= (A+B)	14482	173784
EMPLOYER ESI CONTRIBUTION	427	5124
GRATUITY	379	4548
SUB TOTAL	806	9672
COST TO COMPANY - E = (C+D)	15288	183456

Note:

- Organization Contribution towards Provident Fund is 12%
- Medclaim Coverage & Personal Accident Coverage would be as per Organization's scheme.

Appraisal Actions:

1. The Organization may pay Performance Bonus/Increment/Appraisal/Incentive every year based on the Organization's performance, so also the performance of the individual employee.
2. There is no minimum guaranteed Performance Bonus/Increment/Appraisal/Incentive.
3. Your Performance Bonus/Increment/Appraisal/Incentive would depend on your Annual Performance Rating.

Eligibility

1. Payment of Performance Bonus/Increment/Appraisal/Incentive is subject to an employee being on the rolls of the Organization on or before September 30th of any financial year.
2. You would be eligible for Performance Bonus/Increment/Appraisal/Incentive only if you are an active employee and not serving resignation notice as on the date of disbursement of any such payout including Performance Bonus/Increment/Appraisal/Incentive.

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