



19th March, 2013.

Mr. P.Santosh Kumar Reddy,
103 Highrise apartment,
Balaji colony Nizampet,Hyd.
AP. 500072

Dear Santosh,

Sub: Offer of Employment

With reference to your discussion with us, we are pleased to offer you the post of **Test Engineer.**

Compensation: Your total gross base compensation inclusive of all benefits will be **Rs. 1, 70,004/- (Rupees One Lakh Seventy Thousand and Four only)** per annum (refer Annexure II) and will be subject to deduction of tax at source as per statutory regulations

Date of reporting: You are required to report at our office at **Hyderabad** on or before **25th March, 2013.** The terms of this offer (including the terms contained in the Annexures) are strictly confidential between you and Marquistech. If you fail to report for duty on **25th March, 2013,** this offer will be withdrawn.

On the day of your reporting, please get in touch with the undersigned to complete your joining formalities.

We welcome you to Marquistech and look forward to your contributions in growing the business with the team here in Marquis Technologies Pvt. Ltd. Annexures I, II & III attached to this communication forms part of the offer letter.

Best Wishes,

For Marquis Technologies Pvt Ltd.

A handwritten signature in blue ink that reads "Vinitha Prasannan" with a horizontal line underneath.

Vinitha Prasannan
(Sr.HR Executive)

Enclosed: Annexure I, II, III & IV

I have read and understood the terms and conditions of the offer (including the terms and conditions of the Annexures) and am happy to accept them for employment at Marquistech. I will be joining Marquistech on or before **25th March, 2013** and look forward to being a part of the Marquistech team.

Signature: P.Santosh Kumar Reddy.

Date:



Annexure – I

1. All terms and conditions governing your employment with Marquistech are incorporated in this offer letter. Any other commitment either verbal or otherwise by any official of Marquistech made will not be binding the organization unless such commitments are incorporated in this letter.
2. You will be entitled to receive salary and reimbursements / allowances as per the terms of Annexure – II, attached herewith and other benefits as per existing policies of Marquis Technologies Pvt. Ltd. (“Marquistech”).

3. **Documents to be submitted:**

Please furnish the following information, certificates / documents for our record on the day of joining.

(a) Date of Birth proof

(b) Educational qualification - Copies of your degrees, diplomas etc.,

(c) Previous Employment –

a. Salary Particulars (Salary Certificates + Last three months drawn pay slip)

b. Relieving and Experience Letters from your previous and current employers.

c. If the management chooses they can do reference check.

d. Your PF Number, incase you want to transfer your PF amount from your previous employer.

(d) Photocopy of your passport, if you have one.

(e) Five copies of your recent Passport size colour photographs.

(f) You will keep us informed of any change in your residential address or in your civil status.

(g) Medical fitness certificate from a recognized Hospital or a registered Medical Practitioner.

4. **Probation Period:**

You will be on probation for a period of Six (6) months from the date of joining. During the probation period your absence at the client’s place may not be entertained. It is made clear that during this period your services may be terminated at any time without assigning any reason thereof. Marquistech can at its discretion extend the probation period, as it deems necessary or terminate your employment, as the case may be.

In the event of separation from the employment, during the probation Period, notice of three months is to be given by you or payment of salary is to be made in lieu of shortfall in notice period. Salary in this case will be computed based on CTC. By mutual consent, the employee and the management can agree on early relieving without any payment in lieu of shortfall in notice period.

During probation period, if the management felt that your work, conduct or behavior is not satisfactory, your services would be terminated at any time without assigning any reason thereof. The non receipt of such communication confirms your satisfactory completion of probation period and you will be retained on the roles of the organization. There will be no separate communication, confirmation letter, revised appointment letter or any other such communication in this regard.

5. **Training Program and Agreement:**

Every employee will be imparted with Technical training either in the Marquistech or at the Client’s premises. The period of training will be for three months and shall begin from the date of joining. The employee is also expected to sign an agreement with Marquistech for the training program attached as Annexure IV.



6. **Confidentiality:**

In the performance of your duties, you will come to possess information (written or unwritten) on the Company's operations, processes and plans. All such information shall be held by you in the strictest of confidence and shall not be divulged to any person during your service with the Marquistech or thereafter. In the event of you contravening this confidentiality provision while in service of Marquistech or thereafter then Marquistech will be at liberty to initiate appropriate legal proceedings.

7. **Non Disclosure:**

You shall not communicate, or attempt to communicate to the public, media bodies, journals, academic institutions etc or cause to disclose at any time, any information or documents, official or otherwise relating to Marquistech, except with the prior written approval of the Authorised Person of Marquistech. Detailed NDA enclosed.

8. **Intellectual Property Rights:**

Any product development, process, discovery, plan, specification, program, design, process, adaptation or improvement in procedure or other matters of work which can be the subject matter of protection granted to any intellectual property rights (including without limitation to patents, designs and copyrights), made, developed or discovered by you alone or jointly with any other person or persons while in the employment of Marquistech, in connection with or in any way affecting or relating to the business of Marquistech or capable of being used or adapted for use therein or in connection therewith shall forthwith be disclosed to Marquistech and shall belong to and be the absolute property of Marquistech. On joining, you will be requested to sign a formal Confidentiality agreement with Marquistech.

9. **Place of posting:**

Your posting will be at **Hyderabad**.

However during your employment with the company, you may be posted / transferred to any of the client's offices / projects / divisions/ departments / units of the company existing or to be set at any other location in India or abroad, without any additional remuneration. Such a posting will not entail you to become an employee of the client's organization at any time unless specifically agreed to by both Marquistech and their client(s).

While serving in the client's organization, all issues including HR, Personal and admin will be addressed to Marquistech only and will not be taken up with the client.

10. As per the policy of Marquistech, we expect all our full-time employees to devote their full-time attention and efforts to the business of Marquistech. We clearly disapprove of any employee directly or indirectly engaging himself/herself in or devoting any time or attention to any part-time employment or business or monetary position other than that of Marquistech. In specific cases, e.g. writing for a magazine / journal, speaking at various forums explicit permission from Marquistech has to be taken prior to your engaging in such activity. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be terminated at the sole discretion of Marquistech.

11. You will be entitled to statutory benefits such as Provident Fund etc., as per the policies of Marquistech and applicable legislations.



12. You will be eligible for leave as per the policy of Marquistech relating to leave, which are in force from time to time.
13. You will be governed by the rules and regulations of employment established by Marquistech and general work practices, which will be in force from time to time.
14. You will be responsible for the safe keep and the return in good condition and order, of all property such as equipment, computers, books, etc., which may be in your use, custody, care or charge. Marquistech shall have the right to deduct the monetary value of all such things from any final monetary settlement due to you, and take such other action, as Marquistech deems proper in the event of your failure to account for such property to the satisfaction of Marquistech.
15. **Termination of Permanent Service:**
You will automatically retire from the service of the company on attaining superannuation age of 58 years.

If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
 - (a) Return to work within 8 days from the commencement of such absence and
 - (b) Give an explanation to the satisfaction of the Management regarding such absence.
16. Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, commission of an act involving moral turpitude, any act of indiscipline or inefficiency.
17. **Notice Period:**
Your employment can be terminated by Marquistech at any time by giving three months notice in writing or payment in lieu. The employee if willing to terminate this offer shall do so by giving three months notice or in lieu of payment of three months compensation drawn by the employee at the time of his termination. However under no circumstances the employee is at liberty to terminate this offer during the period of the Agreement for Training Program signed and executed at the time of joining. Marquistech shall have the sole discretion to accept his/her resignation and relieve an employee on determination of the agreement. The management reserves its right to, at its sole discretion accepts your resignation and relieves you immediately by waiving the notice.
18. Upon termination of your employment with Marquistech, you shall forthwith return to Marquistech all assets and property of Marquistech including all documents, files, books, papers, memos, software or any other property of Marquistech in your possession or under your control.

Annexure II – Compensation Breakup

P.Santosh Kumar Reddy: Test Engineer with effect from 25th March, 2013.

Fixed Compensation	Per Month (INR)	Per Annum (INR)
Basic	3500.00	42000.00
Additional Allowance	4772.00	57264.00
House Rent Allowance	1750.00	21000.00
Dress Allowance	1500.00	18000.00
Medical Reimbursement	1250.00	15000.00
Conveyance Allowance	850.00	10200.00
Provident Fund (Employer Contribution)		5040.00
Medical Insurance		1500.00
Total	13622.00	170004.00

Deduction	Per Month (INR)
Professional Tax	200.00
Provident Fund	420.00
Total deductions	620.00
Net Salary	13002.00



Annexure III – Non-Disclosure Agreement

Non-Disclosure Agreement

I agree to be bound by obligations detailed in this personal Non Disclosure Agreement in connection with my designation as **Test Engineer** and any other tasks and/or assignments for Qualcomm India Pvt Ltd. I may perform for and to Marquis Technologies Pvt Ltd including its affiliated companies [and representatives] (hereinafter “Marquis Technologies Pvt Ltd”).

Within the scope of this personal Non Disclosure Agreement I shall possibly receive or have access to non-public information (including but not limited to intellectual properties, business, economical, financial , technical , electronic and commercial data as well as names , addresses , lists and or any other data and / or personal data of employees , etc owned by or relating to Marquis Technologies Pvt Ltd or other companies of the Marquis Technologies Pvt Ltd - group or affiliates, sub contractors , other contractors and/or customers of Marquis Technologies Pvt Ltd or any other information of Marquis Technologies Pvt Ltd in respect of which Marquis Technologies Pvt Ltd is under any obligation of confidence to third party (herein after the “information”). Such information may be in verbal, written or any other materialized form (including but not limited to photos, slides, video tapes, computers diskettes, CD-ROMS etc).

I hereby agree to keep the information or any part thereof in whatever forms strictly confidential and I shall not disclose or otherwise may available the information to third parties (including but not limited to my employer , representatives or advisor of the employer or my colleagues/workmates) without the prior written consent of Marquis Technologies Pvt Ltd nor make copies of information nor store it (in electronic form or otherwise) especially I acknowledge that any and all information that may be available from computers or databases of Marquis Technologies Pvt Ltd or its employees , officers, directors or agents, disclosed to me orally in internal / external discussions of such Marquis Technologies Pvt Ltd employees , officers, directors or agents or otherwise available, shall be deemed especially sensitive confidential information of Marquis Technologies Pvt Ltd which I shall not disclose to any one or use for any purposes.

I also agree not to use information without the prior written consent of Marquis Technologies Pvt Ltd, for any purpose other than for the purpose of fulfilling my duties under the order.

Furthermore, I agree to return all information in my possession in whatever form to Marquis Technologies Pvt Ltd upon expiration or termination of the order without retaining any copies in whatsoever form thereof. Furthermore, I recognize that all the information received during or related to the order and all copies or other materialized form of such information including but not limited to photos ,plans , slides, video tapes, computer diskettes , CD-ROMs etc, remain the sole property of Marquis Technologies Pvt Ltd and/or its licensor’s confidential and proprietary rights and to provide reasonable assistance to Marquis Technologies Pvt Ltd to secure patents , copyrights or other forms of protection for such rights , title , interest and intellectual property rights as belonging to Marquis Technologies Pvt Ltd in any country of the world.

I also agree the sub- contractor may disclose information regarding us under our relationship for confidential use by Marquis Technologies Pvt Ltd



This Non-Disclosure Agreement shall be valid during the whole term of the order and shall remain in force after the termination thereof as long as the information becomes public knowledge.

Should I violate any provision of this Non- Disclosure agreement is shall pay Marquis Technologies Pvt Ltd as liquidated damages the amount of Euro 100,000/- (One Hundred Thousand Euro Only). I fully understand and agree that the payment of this liquidated damages would not be sufficiently remedy for any breach of obligations under this Non- Disclosure agreement and Marquis Technologies Pvt Ltd shall also be entitled to specific performance and injunctive relief as well as to consequential, special, incidental, punitive or indirect cost, damages or expenses of any kind and compensation for loss of profit, business or goodwill as remedies for any such breach. Payment of the liquidated damages does not release me from obligation under this Non- Disclosure agreement

I herby give my consent to Marquis Technologies Pvt Ltd or third parties to process my personal data as deemed appropriate and necessary in the operations of Marquis Technologies Pvt Ltd in connection to the purpose of the Non-Disclosure agreement and undertakings related to it. This process will be done in compliance with Marquis Technologies Pvt Ltd guidelines and applicable legislation. I acknowledge that as a global company, Marquis Technologies Pvt Ltd has international sites throughout the world and to the extent necessary the personal data related to me be sent to any site within Marquis Technologies Pvt Ltd. I herby give my consent that my personal data being transferred and processed electronically by third parties or on servers located outside of the country where I originally entered the information. Any transferring and processing of personal data is done under the direct authority of Marquis Technologies Pvt Ltd and under a strict confidentiality obligation and by protected technical means.

Place:

Date:

Signature of Deputed Personnel: _____

Name in Block Letters: **P.SANTOSH KUMAR REDDY**