
1

Offer Letter Body

Page 1 of 3



Reference: Persistent/Academic Intern/1439901/0.2

**Internship Offer Letter
Confidential**

Jan 07, 2022

**Mr Kapil Kumar Tantuway
Maniyar Chawraha Bypass road, Shivpuri
Shivpuri 473551**

Dear Kapil,

Subject: **Your engagement as an Academic Intern with Persistent**

With reference to your application for industrial training with us, and the subsequent selection process, we are pleased to inform you that you have been selected as **an Academic Intern** at grade **0.2** with Persistent Systems (Company). This offer is made to you as part of your Academic Curriculum.

The duration and start date of the internship will be communicated to you in due course of time separately.

During the internship period you will be paid a consolidated monthly stipend of Rs. 10,000 per month. You will also be eligible for benefits such as free lunch, snacks, tea and coffee during your internship period.

All terms and conditions in this document, read with any other document specifically referred herein and incorporated hereto by such reference, collectively shall constitute the entire understanding between the Academic Intern and the Company.

Company does not assure you or commit (a) any extension of this internship beyond the period stipulated under this letter and/or offer you employment with Company and/or absorb you as an employee of the Company in future. Unless otherwise specifically agreed in writing by Company, there shall be no employee-employer relationship between you and Company.

1. Working days

Normal working days for Company are Monday through Friday. Company observes Sunday as a compulsory weekly off and Saturday as the other weekly off day. The normal working hours are forty five hours per week.

2. Holidays and Leaves

You will not be eligible for any leave or compensatory off during internship period.

3.Termination of Internship

The internship can be terminated with one week notice or stipend (if you are eligible for stipend under this letter), in lieu of the notice period on either side.

The Company can terminate your internship without any notice period in case the internship is terminated on grounds of:

- i. Breach of confidentiality or IP related obligations
- ii. Violation of law
- iii. Gross Misconduct
- iv. Material breach of Company policy.

In such event, the Company will not be liable to pay stipend (if payment is otherwise stipulated in this letter) in lieu of notice period.

In case the last day of your internship falls on a non-working day, your last day of internship shall be the immediate previous working day.

The internship period can be terminated by whatsoever reasons by either party by giving one week notice period.

4. Dispute Resolution

In case of any dispute or disagreement in relation to the terms of this offer or matters connected thereto, you agree to negotiate in good faith to resolve such dispute or disagreement. In case you and Company fail to settle the dispute/ disagreement amicably, the same may be exclusively referred to arbitration in accordance with the provisions of Arbitration and Conciliation Act, 1996 at Pune. Each party shall bear its own costs for arbitration.

Please contact **Rajeshwari Joshi** (Ph. No.**020-66965038**) on the date of joining. We request you to report at 9 am at the address mentioned below for completion of joining formalities.

Pune

Rigveda-Yajurveda-Samaveda-Atharvaveda Plot No. 39, Phase I, Rajiv Gandhi Information Technology Park,Hinjawadi,Pune, Maharashtra, India 411057.

5. Documents required at the time of joining

At the time of joining, the following original certificates/documents along with one photocopy should be furnished.Original certificates/documents will be returned to you after verification.

Sr. No	Description
1	Certificates of educational qualification - SSC (10th Equivalent), School leaving, HSC (12th equivalent).
2	Certificate of Graduation/Post Graduation and Mark Sheets
3	2 recent passport size color photographs
4	Photo-attested bonafide certificate from college Principal

We welcome you to the Persistent family and look forward to a mutually fulfilling association.

**Yours sincerely,
For Persistent Systems Ltd**

**Kalpana Kudlingar
Head - Campus Talent Acquisition**

Acceptance of the offer

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of me having accepted the offer and the terms and conditions set out in this letter.

Also, I hereby declare that nothing apart from the above mentioned clauses have been committed to me during the selection process.

I will join the Company on the date communicated to me separately.

Date:

Signature:

Name:

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