



Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
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www.capgemini.com/in/en

Superset ID: 5025695

Letter of Intent ("LOI")

May 31, 2024

Dear Asmita Roy,

We are pleased to inform that your candidature has been shortlisted for the position of **Software Associate/A3** with **Capgemini Technology Services India Limited** (hereinafter referred to as "Capgemini" or Company).

You will be required to participate and complete the pre-onboarding training program assigned and applicable to you as may be communicated by the Company later.

Please note that it is essential for you to participate, effectively leverage and successfully complete this program as a prerequisite prior to being onboarded as an employee with Capgemini.

We request you to carefully read and understand the Terms and Conditions of this Letter of Intent with Annexures hereto (hereinafter referred to as LOI).

- A Please note that your name mentioned in this LOI will be used to create your records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please notify before commencement of training. Please note that no changes to the record can be made later in time. The name provided by you should match with the identification documents submitted to the Company, such as Aadhar Card, PAN card, Passport, etc.
- B We are proposing compensation package and benefits post-onboarding, the details of which are set forth in **Annexure 1** to this LOI.
- C Upon accepting this LOI, you will be required to submit a set of documents as mentioned in the **Annexure- 2**. Thereafter, you will be provided access to our pre-onboarding training program, as applicable. This will enable you to learn and master the concepts and skills required to be industry ready. The pre-onboarding training program can include physical classroom training/ self-paced e-learning/ hybrid model of training. The learning journey will be inclusive of assignments, assessments, hackathons/ competitions, and webinars as deemed appropriate by Capgemini.
- D The progress made by you in this learning journey would not only help you in getting onboarded but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.
- E Pre-onboarding training Program and Terms & Conditions of the LOI
 - 1. Pre-onboarding Document Verification: Capgemini adheres to a strong document verification

ANNEXURE 1

Asmita Roy, Software Associate

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000 (Rupees Three Lakh only)**. Subject to the terms of the LOI and on completion of 1 year of service from your date of joining the employment of Capgemini, you will receive fixed one-time incentive of **INR 25,000 (Rupees Twenty Five Thousand only)**. Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For Capgemini Technology Services India Limited

Puneet Kumra
Head - Fresher Hiring

Acceptance

I have read and understood the contents of this LOIs and accept all the terms and conditions of this LOI in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This LOI supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

I state that my acceptance of the LOI on the electronic portal to be construed as my acceptance and acknowledgment of this LOI and will act as physical acceptance of the same.

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ANNEXURE 2

Documents for LOI acceptance

1. SSC Certificate
2. HSC Certificate
3. Diploma all marksheets
4. Diploma provisional certificate/ Degree Certificate
5. If Graduation, all Graduation Marksheets and Graduation Degree Certificate
6. If Post Graduation, all Graduation Marksheets, Graduation Degree Certificate and marksheets upto second semester for Post Graduation
7. Passport size photo
8. Government ID Proof

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