

From: **Kommireddy , Neeharika (KAP), Vodafone Idea**
<neeharika.kommireddy@vodafoneidea.com>
To: **balaprasanth20@gmail.com** <balaprasanth20@gmail.com>
CC: **Sridhar Kavuri, TPO, PB Siddhartha College** <placements@pbsiddhartha.ac.in>; **Makhijani, Hemant (KAP), Vodafone Idea** <hemant.makhijani@vodafoneidea.com>
Subject: Letter of Intent || Vodafone Idea Ltd || CET: 23-24
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 **Classification: Classification Level: C2 (internal)**

To,
S Bala Prasanth
P.B. Siddhartha College of Arts & Science

Congratulations! Welcome to Vodafone Idea Limited!

With reference to your application and subsequent selection process, we are pleased to include you as part of the Cluster Executive Trainee Program in our Organization.

On joining, you shall be designated as **Cluster Executive Trainee** in the **Sales & Distribution** function.

We are enclosing the details of your compensation package of **Rs. 5, 50,000** along with this letter of intent. A formal letter of appointment stating the terms of employment will be issued to you upon joining us.

This Letter of Intent is subject to you satisfying the following:

1. A confirmation to join Vodafone Idea Limited will be on **June/July 2023**
2. Your clearance of the Pre-employment Medical Examination by a Medical Officer designated by the company
3. A positive Background verification of your educational qualification(s) and employment check (if applicable).

Kindly accept this letter indicating your acceptance of our terms and conditions by **12th January 2023**. You are requested to submit the self-attested copy of documents mentioned below on or before your joining day.

- Documentary evidence of date of birth (PAN Card, Voter ID)
- Attested copy of all Educational Qualifications (SSC, HSC, Graduate Degree/Diploma)
- Four passport size photographs (against a white background only)
- PAN Card copy

Please note that all the above documents and information provided by you form the basis of your representation and our offer, and the same shall be subject to verification as may be required by the Company from time to time. By acceptance of this Letter of Intent, you hereby confirm that you are not subject to any ongoing restrictions or obligations, which would prevent or otherwise place limitations on your ability to join us from your designated start date.

We wish you the best and believe that you will have a fruitful and successful career with us.

Annexure : Compensation Details			
	Rupees per Month	Rupees per Annum	
Monthly Component (A)			
Basic Salary	15,942	191,304	
Management Allowance#	13,262	159,145	
HRA @ 50% of Basic	7,971	95,652	
Retirals (B)		-	
Provident Fund @ 12% of Basic	1,913	22,956	
Gratuity @ 4.81% of Basic	767	9,204	
Total Fixed Pay (A+B)	39,855	478,261	
Variable Target (C)			
Variable Target Pay*	5,978	71,739	Variable Pay is @ 15% of Fixed Pay
Target CTC (A+B+C)	45,833	₹ 550,000	
* Payout as per applicable Annual Variable Pay Plan Policy			
# Management Allowance & Target Variable Pay, inclusive of statutory bonus, if any, applicable under statute.			
As discussed and agreed under your contract of employment with Vodafone Idea Limited, it is hereby confirmed that in the compensation package the employer contribution of the Provident Fund shall be paid only on the Basic wages as specified above. Accordingly, to enable you to avail more cash component in hand in CTC, for the retirals component as the PF contribution and deductions, only the basic wage is considered and no other allowances, payments made under your terms of employment should be treated for PF contribution / deduction purposes.			

Regards,
K Neeharika.

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