

Ref: HR/SEP/23/A2/59831719/60266313/1001120196

Date: 12 September, 2023

Mr. Gudluru Vinay Kumar

Konda Puram
Nellore 524329 Andhra Pradesh, India

Dear **Mr. Gudluru**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **Pharmacist in Executive - A2 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Visakhapatnam, Andhra Prad.**

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

This offer is subject to your joining us on or before 15 September, 2023.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,00,000/- (Rupees Two Lac(s) Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. Fixed Pay: Rs. 2,00,000/- (Rupees Two Lac(s) Only) per annum.

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. Retirals: Rs. 18,676/- (Rupees Eighteen Thousand Six Hundred Seventy Six Only) per annum.

This includes:

- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Reliance Retail Limited

CIN: U01100MH1999PLC120563 Phone: +91 22 35553800


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The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

This offer and appointment letter shall automatically stand withdrawn in case we do not receive your acknowledgement and acceptance within ten days from issue of this letter.

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited

Smita Sahu

Smita Sahu

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____

DATE: _____

[Signature]
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