8th Jan 2026

Ms. Amulya S Mahindrakar
028, Daroga Galli, Gandhi Chowk circle
Ramanagoudra Oni
VTC Dharward, Hubli
Karnataka 580001

Dear Ms. Amulya

Please refer to the discussions you had with us recently. We are pleased to offer you the position of "**Business Development Manager**" post successful completion of the trainee period on the following terms and conditions:

1. Your Stipend as a trainee will be Rs.10,000/- per month and on successful completion of 4 months of your training your CTC for the role as a **"Business Development Manager"** will be as per below point 2 and break up as per Annexure I in page 2. The training period of 4 months will be in Hyderabad.

2. Your Cost to the Company (CTC) will be **Rs. 7,20,000/-** per annum. The components of your salary are provided in the Annexure I and would be governed by Company policies as amended from time to time.

3. The CTC has fixed & variable components.

4. Your initial place of work will be **Hyderabad**. However, your services are transferable, and you may be assigned after reasonable notice to any location where **M/s. Infynix Communications Ltd** or its group companies conducts business. While on transfer you will be governed by the rules, regulations, and conditions of service of that location.

5. You will be reimbursed for business related expenses incurred in accordance with relevant Company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of the work, and will be conveyed to you at the time of accepting this assignment.

6. The scope of your responsibilities and day to day duties will be given to you in due course. The company reserves the right to assign to you such other duties and responsibilities as may be considered advisable in the Company's interests

7. You will be on probation for a period of three months after the training period; this period of probation will be liable to such extension (s) as the Management may deem fit in its sole discretion. After successful completion of Probationary period of three months and subject to good/satisfactory performance report the Company may confirm your service

8. During Probation Period you will not take any leave without prior approval. You will be entitled for leave at such time and of such duration as this company may grant depending upon the exigencies, in accordance with the company's rules regulations in force, introduced hereafter or modified from time to time

9. Absence for a continuous period of 7 days (including absence when leave though applied but not granted) or overstay for a period of 8 days would make you to lose your lien on the job and your services automatically come to an end without any notice in intimation from the side of the Management.

10. Whilst employed by the Company: you will not be permitted to undertake any other full time or part-time employment or engage in any external activities of a commercial nature without written approval.

11. You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company

12. Notice Period: You shall not leave or discontinue services without giving notice in writing of your intention to leave or discontinue the service. Period of such notice will be minimum 2 months or salary in lieu thereof

13. General working Hours of the company is from 09:00hrs to 06:00hrs, 6 days a week, however due to the nature of the role you may have to work outside of the normal hours.

You are requested to join the services of the company not later than **15th Jan 2025,** unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board.

Yours faithfully,

For Infynix Communications Ltd.

Ritu Singh

Ritu Singh

Annexure 1

ANNEXURE TO THE APPOINTMENT LETTER (effective completion of Internship Period)

Name	**Ms Amulya S Mahindrakar**	
Department	**Sales**	
Designation	**Business Development Manager**	
Components	**Annual Amt (Rs.)**	**Monthly Amt (Rs.)**
Basic Salary	274,350	22,863
House Rent Allowance	137,175	11,431
Converyance Allowance	19,200	1,600
Special Allowance / Location Specific	117,975	9,831
Total	**548,700**	**45,725**
Retirals Company Contribution		
Providend Fund	21,600	1,800
Group Medical Insurance for Self	5,700	475
Performance Pay**		
Performance Linked Payout	144,000	12,000
Cost to Company	720,000	60,000

Note:

Medical Insurance: You are covered under Group Mediclaim. The coverage of Group Mediclaim is up to Rs. 300,000/-

Traveling: In the course of our association, you may be required to undertake traveling either in India or elsewhere in connection with the Company's business, from time to time, for which you will be reimbursed expenses in accordance with the rules.

Deduction: All payments to you under the terms of employment are subject to deduction at source under the Income Tax Act and other encashment that may be in force from time to time. The company will also be entitled to deduct any dues payable by you to the company.

Best Regards,

Yours faithfully,
For Infynix Communications Ltd.

Ritu Singh

Ritu Singh
Human Resource