

Date : 25 August 2021
Name : A P Aswin Kalaivanan
University : BE, Kongu Engineering College, Perundurai

Sub: Offer of Internship

Dear **Aswin**,

Quinbay Technologies Pvt Ltd ("Quinbay" or "Company") is pleased to offer you an '**Intern**' position with the Company for a period starting from **1-Sept-2021 to 28-Feb-2022**. During your Internship, you will be working on the assignment at our Bangalore office and paid a stipend of **INR 26,000/- per month** subject to taxes.

This is an internship assignment, which does not imply any commitment by Quinbay for regular employment. Successful candidates however, based on performance, may be offered full time employment at the end of the internship period at the sole discretion of the Company.

In case you decide to separate from Quinbay before completing your internship, you would be required to give One (1) month of notice to the company. The Company may, at its option and discretion, waive all of the prescribed notice period or a part thereof in case of a voluntary separation. Company reserves the right of terminating this agreement with immediate effect if your performance is not found satisfactory.

Information pertaining to Quinbay operations and intellectual property is confidential and upon reporting, you will be required to sign a non-disclosure agreement. You are also expected to adhere to all applicable rules and regulation and business conduct guidelines of Quinbay and act in accordance with the values and principles of the Company.

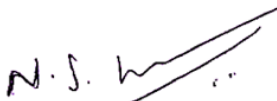
To confirm your acceptance of this internship assignment, you are required to:

- Respond via email to swapna@quinbay.com, to communicate your acceptance for the internship and confirm your joining date.
- Any change in joining date must be sent to swapna@quinbay.com at least 7 days prior to your original start date. The new joining date must be no later than 5 days from the date of joining listed above
- Report for on-boarding at 9.00 A.M. at **1029, 24th Main Rd, 1st Sector, HSR Layout, Bengaluru, Karnataka 560102**

We look forward to your dedication and commitment as we work together and wish you many successful years at Quinbay.

Sincerely,

For **Quinbay Technologies Pvt Ltd**



N S Sekar
COO

A P Aswin Kalaivanan
Intern

On your reporting date, please bring the following mandatory documents and also share the same over email:

- Copy of this letter duly signed and dated by you.
- Your updated resume
- 2 photographs (passport sized, colour photos with a white background).
- 10th, 12th & Education degree certificate and all year mark sheets for latest graduation or post-graduation. Photocopies should include both front and back sides of the certificate.
- Offer letter and Experience/Relieving letter of last 2 companies (If applicable)
- 3 months pay-slip from immediate company (If applicable)
- Proof of identity. Bring photocopy of any one of the following documents: passport, aadhaar and PAN (**all 3 mandatory**)
- Proof of identity : Aadhaar and PAN are mandatory. If you do not have either, please apply for one immediately and carry the acknowledgement on the day of joining. Also good to have passport.
- Bank Account opening (for stipend payments) get original photo ID proofs and permanent address proof.