



GA DIGITAL WEB WORD PVT.LTD

GAD/EESL/2024/1159

Date: 01/02/2024

Mr. / Ms. SYED NUMAN QADRI
E-mail ID : u_snauman@eesl.co.in

Subject:- Contract of Engagement (EMP-NO: NC001222)

Dear Shri./Smt. SYED NUMAN QADRI,

We are pleased to inform you that we have accepted your application for the post of “ENGINEER” against the job requirement of our client. The terms and conditions of your engagement are as follows:

- 1) You will be required to render service with our client, *M/S ENERGY EFFICIENCY SERVICES LIMITED*, (here in after referred to as ‘Client’) as per their requirement at any of their offices or project sites across India.
- 2) Your present deployment will be for a tenure of two years with effect from 01.02.2024. However, your engagement is project specific and shall stand terminated if the project ends by giving a 30 days’ notice or equivalent salary in lieu, unless you are placed on another project of the client. No retrenchment compensation/ or any compensation will be payable to you on such premature termination of the contract.
- 3) Your engagement is purely contractual. After the end of your tenure or premature termination of your employment contract, you do not have any further claim for re-engagement in any form whatsoever. There will be neither any Employer-Employee relationship nor any Principal-Agent relationship between you and the Client. By executing this letter neither do we offer you any permanent employment with M/s GA DIGITAL WEB WORD PRIVATE LIMITED or our Client nor this makes you eligible for any future claim for permanent employment with us or our client in any manner whatsoever.
- 4) In case of your resignation the notice period is 30 days. The notice period of 30 days may be waived in full or part in lieu of corresponding Salary.
- 5) Your total monthly remuneration would be as per details given at **Annexure-A** to this letter.
- 6) All statutory deductions like Income Tax, Professional Tax, Provident Fund, ESIC & shall be made as per the applicable statutory rules and regulations in this regard as applicable from time to time.
- 7) You have to make your own arrangements for accommodation, local transport, etc. and you will not be eligible for any additional reimbursement in this regard.
- 8) You have to be punctual in attendance that will be monitored by the Client Biometric Attendance System.



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- 9) You may be required to travel for official duties outside your place of work and be entitled to payment of travel and travel related costs as per client policy.
- 10) You will be entitled to leave as per leave policy applicable from time to time. At present you are entitled to 2 days paid leave for every one month of services rendered . It is further clarified that out of total entitlement of 24 leaves per year , only a maximum of 12 leaves are encashable and balance unutilized leaves if any, will get lapsed and cannot be carried forward to the next year.
- 11) If your performance is rated “not-satisfactory”, your contract shall stand terminated by giving an advance notice of 30 days or salary in lieu. In addition your contract will stand terminated under the following circumstances :
- a) Any declaration or testimonials given in support of qualification and experience is found false at any stage i.e., pre-employment or post-employment.
 - b) Unauthorized absence from duty without proper sanction.
 - c) Violation of one or more terms of your employment contract.
 - d) Violation of prescribed rules and regulations of our organization or our client organization.
 - e) Indulging in any intentional act like dishonest practices, disobedience, damage to client’s property, unauthorized absence from work either on yourself or in collaboration of other employees that causes purposive delay, effects work efficiency or that is detrimental to the interests of client or this organization,
 - f) Indulge in formation of Unions or activities that hamper the work efficiency and disturb the peaceful environment at the work.
 - g) Any physical disability, mental incapacity or any other reason that hampers your ability to perform your official duties.
 - h) In case you are convicted by a Court of Law in a criminal offence or an offence involving moral turpitude.
- 12) You are further subject to following terms and conditions during your employment contract :
- a) Agency/Client after giving you an advance notice reserves its right to vary the terms of your engagement if required and as per law.
 - b) Agency/Client has the right to deploy/redeploy you to any office or projects of the client across India.
 - c) You will be responsible for maintaining the secrecy and confidentiality and shall not divulge/disclose to anyone the sensitive client information to 3rd Parties that you may access during the performance of your duties in
 - d) You will maintain Office discipline and decorum and observe occupational health & safety as per applicable rules and regulations.
 - e) You shall not make any direct correspondence with our client officers regarding any issue relating to your terms of engagement. All such correspondence should be made with M/S GA Digital only.
 - f) You will indemnify the Client and M/s GA DIGITAL WEB WORD PRIVATE LIMITED harmless against any or all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work contract. This is in addition to our rights to recover damages from you for violation of the contract or any other equitable relief as available under law.
- 13) This offer letter and your employment Contract shall be subject to exclusive jurisdiction of the Courts situated in GONCTD of Delhi.



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14) In case the above terms of engagement are acceptable to you , please furnish a the following with in 5 days of the issuance of this letter :

- a) Your complete bio-data in the prescribed attached format.
- b) Self-attested copy of the Certificates and documents showing age, educational Qualifications and experience. The above would be subject to physical verification against the original documents at a later stage.
- c) Certificate of verification of antecedents of persons by local police authority.
- d) Copy of the “Aadhar” or E -Aadhar.
- e) Medical Fitness certificate from registered MBBS Practitioner in the prescribed attached format.

Please countersign a copy of the above engagement letter issued in duplicate and return it to undersigned as a token of your acceptance. In case we do not receive your acceptance as sought above within a period of 15 days from the issuance of this letter, this offer will stand withdrawn.

We wish you the best of luck and look forward to have you on board.

Anuj Gupta

Thanks &Regards

Anuj Gupta,

Head [HR Department],

Mob No: 9871213720,

Email Id: (anuj.gupta855@gmail.com) & (gadigital.eesl@gmail.com)

Our Reception No: 0120-4218525, 0120-4118516, 0120-4125729, 0120-4156899, 0120-4549656.

Website: www.gadigital.in



Enclosure as above:

I confirm my engagement with M/s _____ on the above terms and conditions, which have been read and understood by me / have been explained to me in language known to me and I agree to abide by all the above terms and conditions. I also understand that M/s _____ can disengage me at any point of time.

Signature _____



iLocus Consulting Private Limited

12, Factory Road, Upper Soura, Srinagar, J&K, India-190020

Dated : 28 September 2016

To Whom-so ever it May Concern

This is certify that **Mr. Syed Nauman Qadri** son of **Mr. Mohammad Yaqub Qadri** worked with us as **Project Engineer** process from **August 05, 2015 to August 24, 2016** for **12, Factory Road Hyder Colony Upper, Soura** location.

He Bears a good moral character and his performance in the organisation has been satisfactory.

We wish him success in all his future endeavours.

Thanks & Regards

Sincerely

iLocus Consulting Pvt. Ltd.

Jahangir Raina

CEO of company

iLocus Consulting Pvt Ltd

iLocus Consulting Private Limited

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Utility Powertech Limited

(A JV of NTPC Ltd. and Reliance Infrastructure Ltd.)

'UPL HOUSE' W-24, Sector-11, Noida - 201301, U.P., India
Tel.: +91-120-7173900, Fax : +91-120-2531097, CIN: U45207MH1995PLC094719
E-mail : uplpowertech@uplmail.com, Website : www.utilitypowertech.org

Ref: UPL/ASSIN/HRD/2024

Date: 29.04.2024

CERTIFICATE AGAINST ASSIGNMENT

Name of Person Engaged : Mr. Syed Numan Qadri

Engagement Details : As Mentioned Below

Employee Code	Designation	Engagement Period		Basic Salary (per month in Rs.)
		Start of Engagement	Date of Release	
NC07261	Engineer	28.08.2016	31.07.2019	22,943/-
NC08378	Engineer	01.08.2019	28.02.2021	25,715/-
NC09455	Engineer	01.09.2021	31.07.2022	25,715/-
NC001222	Engineer	01.02.2023	31.01.2024	25,715/-

Reason of Release : Completion of Contract

Conduct : Good

For Utility Powertech Limited


(Amol Ranjan Srivastava)
Officer (HR)



Utility Powertech Limited

(A JV of NTPC Ltd. and Reliance Infrastructure Ltd.)

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Tel.: +91-120-7173900, Fax : +91-120-2531097, CIN: U45207MH1995PLC094719
E-mail : uplpowertech@uplmail.com, Website : www.utilitypowertech.org

Ref: UPL/ASSIN/HRD/2024

Date: 29.04.2024

To,
Mr. Syed Numan Qadri
Engineer
Employee Code- NC001222

Subject : Release Order
Reference : Completion of contract dated 31.01.2024

Dear Sir,

This letter is in reference to the completion of the contract, you have been released from your services of the engagement in Utility Powertech Limited w.e.f. 31.01.2024.

Your contribution to the company and your success is appreciated. We wish you the best for all your future endeavours.

Yours sincerely,

(Amol Ranjan Srivastava)
Officer (HR)