



KONICA MINOLTA

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16th May 2018

Mr. Kesari Brahma Sai

S/o Kesari Rami Reddy,  
D.No. 94-10-688,  
AT Agraaharam, 10th Line, Guntur,  
Andhra Pradesh, Pin Code: 522004.

Dear Mr. Kesari Brahma Sai

**Formal Offer of Employment: Graduate Engineer Trainee**

Further to your interviews at Konica Minolta Business Solutions India Private Limited (herein referred to as "BIN") and on behalf of the same, I am pleased to extend you a formal letter of intent and offer to join Konica Minolta Business Solutions India Private Limited's team.

Your Employment shall be confirmed basis following terms and conditions:

- a. Date of Employment: 4th June 2018
- b. Place of Posting: Gurgaon
- c. Job Position: Graduate Engineer Trainee
- d. Level/Grade: Executive / E1
- e. Division: Service & Support
- f. Salaries: Your Total Cost to Company ("TCTC") shall be Rs.2,50,000/- (Two Lacs Fifty Thousand Only)

The Total cost to company consists of the following components as mentioned below:

1. Annual Fixed Salary/ FCTC (19583 x 12) : Rs.2,35,000/-
2. In addition\* to your Annual Fixed salary, you would also be eligible for :
  - a. \*Diwali Bonus, governed by the DB scheme of Company. An amount equivalent to fifteen days basic salary or Rs.15000/- (fifteen thousand only), whichever is higher is paid post announcement by management after the first half of financial year.

\*The above additional pay is at sole discretion of the management of BIN

Giving Shape to Ideas

KONICA MINOLTA BUSINESS SOLUTIONS INDIA PVT LTD : 10th Floor, DLF Cyber City, Building No. 8 Tower C, Phase II, Gurgaon, Haryana, India. Tel. : 0124-6652000  
CIN: U51909HR2010FTC040802