



MV Dealers Private Limited

1st June 2023

To,

Mr. Parthiv Chakma
Mainama Village, Dhalai District
Tripura

Dear Mr Chakma,

It gives us immense pleasure to welcome you to the team at MV Dealers Private Limited!

Based on discussions held with you, MV Dealers Private Limited (the “company”) is pleased to offer you the position of Sales Manager in our organization w.e.f. 1st June 2023 on the following terms and conditions:

Job responsibilities:

- Marketing and selling of the company’s products and travelling for the same
- Maintain daily records of your travel visits for company purposes
- Help the team at the company’s godown and showroom and keep them motivated
- Build and promote strong, long-lasting customer relationships by understanding their needs
- Assisting the management in other works from time to time as per the need of the situation
- Travel within or outside the territory of Tripura State as required from time to time.

Remuneration: You will be paid a total consolidated salary of Rs 1,00,000/- (Rupees one lac only) per month.

Please go through the important terms of the appointment which are a part of this offer letter.

Hoping for a long and mutually beneficial association with you,

Yours truly,

For

Director / Authorised Signatory

Deepanjan Roy

Director



Terms of appointment:

1. The position is based at Agartala, Tripura and the job hours are generally 9 am – 6 pm (Monday through Saturday) but job exigencies may sometimes require extension of the hours.
2. You shall devote all your time and efforts towards the job position and under no circumstances would divulge any company inside information to people who are outside the company.
3. You are responsible for safe keeping at all times of company property in your possession. Should a company property be damaged under your possession, you would be responsible for making good the loss incurred by the company for the same.
4. The position is on probation for a period of six months from the date of joining. During this period, your appointment may be terminated without any notice. Post the probation period, the appointment is subject to termination only with a one-month notice.
5. You would be entitled for conveyance reimbursements on actual basis for travel undertaken for the company.
6. The remuneration mentioned is subject to tax and other statutory deductions, as applicable.