EUREKA

partner GBAGROUP

Date: March 9th 2021

Jissa Rose Sebastian
Thannipara H, Nagapuzha po,
Kalloorkad Ernakulam, Kerala-686668

Mob.: 6282166027, Email ID: jissarhoss@gmail.com

Ref: **2020/EKA/CONT038**

Sub: **Short term Contractual Services**

Dear Ms. Jissa

With reference to your offer to provide us your expert services and our discussions thereafter, we propose to avail your services on a **Short-Term Contract** basis at our Lab at Bangalore, Karnataka based on the terms & conditions mentioned below:

1. You will act as Contractor – Trainee- Analytical Chemist

2. Eureka Analytical Services (Eureka) General guidelines will become applicable to you.

3. **Service Contract duration: Six Months** from the date of physically reporting to our work on March 9th 2021. Upon completion of 6 months i.e. on 8th Sep 2021, this contractual service assignment will be considered as expired unless renewed with mutual consent. You will report to Operations Manager or other such individual based at our Lab Office and as may be intimated from time to time. During the period of this contract you will devote your services exclusively and entirely to Eureka and will not take up any other activity like employment, consultancy with any other person/ company or your own business.

4. **Professional Fees and Expenses: You will be paid Professional Fees of INR. 13,350/- Thirteen Thousand Three Hundred Fifty only) per month, inclusive of all taxes** for proper performance of services, duly approved by the Reporting Manager. This will be paid after deduction of TDS @ 10% (or as applicable) every month which please be noted. You will raise an invoice every month for services rendered as per the terms of this contract. Actual number of days worked will be the basis of your invoice at the end of every month and approval by the Reporting Manager. You shall provide your services for a minimum of 25 working days in a month. The company will process invoice within a week of receipt of approved copy. You will also be eligible for reimbursement of travel related expenses as per the Eureka' travel/ reimbursement policy subject to approval by the Reporting Manager.

5. **Notice Period/ Termination:** Except as otherwise provided herein, either party can terminate this assignment without cause, by giving a written notice of such termination at least **30 days** prior to the date of such termination. It is further understood and agreed that this assignment may be

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