



DIPSONS CONSULTANCY SERVICES PVT. LTD

PLACEMENT AGREEMENT

THIS AGREEMENT (the agreement) is made BETWEEN **DIPSONS CONSULTANCY SERVICES (P) LTD** a company having its office at **Mangalwar Peth, Opp Central School, Dharwad**, hereinafter referred as the one part;

AND

M/s

having its office at

Here in referred as "CLIENT"

WHEREAS the DIPSONS CONSULTANCY SERVICES (P) LTD represents that it is capable of providing recruitment and certain other services for organization and is desirous of providing such services to "CLIENT" AND WHERE AS "CLIENT" is desirous of availing the services of the DIPSONS CONSULTANCY SERVICES (P) LTD on terms contained hereinafter.

NOW, THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. SERVICES:

DIPSONS CONSULTANCY SERVICES (P) LTD in accordance with instruction and requirements as may be issued by "CLIENT" from time to time: (a) Identify and shortlist potential candidates for placement ("Prospects"); (b) Screen the prospects. (c) Assist in interviewing the prospects. (d) Coordinate communication between "CLIENTS" the prospectus. (e) Such other services in relation to identifying and sourcing personnel.

2. PROFESSIONAL FEE:

Professional fee for the search assignment should be paid as per the following description from the company. We will raise the invoice on the candidates' date of joining the company.

<u>Description</u>	<u>Accepted & Signed</u>
<i>We Pay</i>	
<i>Per Candidate,</i>	
<i>With</i>	
<i>days Retention guarantee.</i>	
<i>The maximum credit time for bill payment will be</i>	<i>Days</i>
<i>from the candidate date of joining.</i>	

- All bills have to be settled within specified credit time. Post we will add 10% of the billing amount as late payment charges for every 15 days delayed.
- Bills should not exceed 45 days as we are an MSMED company
- Professional Fees is exclusive of Service taxes.
- We promise selected option retention guarantee of the selected candidate from his / her date of joining the company. If the selected candidate leaves the company within the specified period a free replacement will be provided.

3. OFFER LETTERS TO CANDIDATES:

Upon the selection decision, the company will inform the candidates of the selection. After the candidate accepts the Company's offer, the DIPSONS CONSULTANCY SERVICES (P) LTD has to be informed of the Gross Annual Emoluments offered to the candidates, for the billing purpose.

4. QUALITY STANDARDS:

The resumes should go through a proper channel of scrutiny, where competent professionals do the screening of the candidates.

Your Signature with Stamp



DIPSONS CONSULTANCY SERVICES PVT. LTD

5. CONFIDENTIALITY:

All position related information such as job description; compensation etc. from the company will be treated with total confidentiality by the DIPSONS CONSULTANCY SERVICES (P) LTD

6. VALIDITY OF THE RESUMES:

The tenure of Prospect identified and provided by DIPSONS CONSULTANCY SERVICES (P) LTD for "CLIENT" the database shall be valid for 6 months from the date of receipt of the relevant details. In the event "CLIENT" recruits the Prospect after the said period of 6 months, and then company is liable to pay the said Professional Fees.

7. DUPLICATE RESUMES:

In case where any of the resumes forwarded by DIPSONS CONSULTANCY SERVICES (P) LTD is already in the database of the company, the company should notify DIPSONS CONSULTANCY SERVICES (P) LTD within two (2) working days of receipt of the resumes. Such resumes will be accounted if not notified to DIPSONS CONSULTANCY SERVICES (P) LTD

8. RE-USING OF RESUMES:

Resumes sent against one requirement should not be considered for another requirement, unless it is sent against the other requirement.

9. ETHICAL OBLIGATION:

- Before sending candidates across, DIPSONS CONSULTANCY SERVICES (P) LTD will first check up with the candidates if they have been approached and /or interviewed by or any other of its subsidiaries.
- DIPSONS CONSULTANCY SERVICES (P) LTD will also check up if the candidate has any relative who is / was employed by "CLIENT" and inform the same to the recruitment manager.
- A resignation letter or any other suitable documentation is required to ensure the candidate has left the company by his own for replacement. Managers or any higher authority person harassing or forcing to make the candidate leave the company will not be a valid reason.
- DIPSONS CONSULTANCY SERVICES (P) LTD will ensure to replace the candidate if he / she leave the company as soon as possible, however there won't be any time restriction for the replacement.

10. VALIDITY OF TERMS:

The above terms are valid till further notice and are subject to change from time to time. Any revision in terms will be communicated to the company in writing.

11. TENURE OF AGREEMENT:

This Agreement shall come into force from the date of execution of the Agreement by both parties and this agreement is effective from the date of execution and valid till further notice. Either party may terminate the same by serving one month written notice to the other party. Any dispute arising out of or pursuant to this Agreement shall be subject to jurisdiction of Courts in Dharwad and the parties submit to the exclusive jurisdiction of such Courts.

Consultant Representative

Company Representative

Name : Raghavendra Dipali
Designation : Director
Date :

Name :
Designation :
Date :

Your Signature with Stamp