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INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is effective by and between **ELITE SERVICES**, located at 4th Floor- Shantikunj Apt. Nr newera circle, Dhamlej Veraval Road, Gujarat.(herein after referred to as "Company," and **astha singh** office/ residence at **d/o: b.n. singh, garden estate, ruby chs, building number B, flat number 501, gladys alwaris road, off pokhran road number 2, opp d mart garden estate, thane west, apna bazar, apna bazar, apna bazar, thane, state: maharashtra, pincode: 400610** operating as an independent contractor (hereinafter referred to as "Independent Contractor").

WHEREAS, [Company]; and WHEREAS, Independent Contractor has expertise that Independent Contractor and [Company] believe may be applicable to the work of [Company]'s project & services; NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants contained in this Agreement, [Company] and Independent Contractor agree as follows:

❖ **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

❖ **BOTH PARTIES ARE AGREE ON BELOWMENTION POINTS.**

- **Services:** Independent Contractor shall provide adequate work to the Company including in given timeline. Independent Contractor and the Company may agree, orally or in writing, on additional services or development tasks that are to be performed under this Agreement. Any change in compensation, or the term of the agreement must be in writing.

Independent Contractor will execute the data processing work provided by Client through experienced persons in such manner so as to carry out the work efficiently at minimum of 90% accuracy for out files.

- **Compensation:** For the Form Filling services rendered by the Independent Contractor, they shall be entitled for payment of price **25RS (INR)** per form (if you achieved cut-off above 1080).The Independent Contractor shall raise invoice after completion of work with the data. The Client will pay each bill within maximum 5 international working days, from the date of issue of Quality Check report. The Invoice can be raised through e-mail. Q.C. report will be provided in 72 Hrs. International Working Days from the date of submission.

- **Payouts:** Company will provide workload of 1200 FORMS For 8 days. This MOU has been signed for 1 system.
- **TAT:** You have 8 days (include holidays) to complete the work and Independent Contractor has to send it to company. The Company shall give an accuracy report within 72 hrs. For the New Work, after submissions as per technical specifications which are included in this agreement with accuracy parameters.
- **Extension:** If you want Extra days to complete the project than you need to pay extension amount to the company.
- **Legal Matter:** In the event of any dispute or difference arising between the parties hereto relating to or arising out of this Agreement, including the implementation, execution, interpretation, rectification, validity, enforceability, termination or rescission thereof, including the rights, obligations or liabilities of the parties hereto, the same will be adjudicated and determined by arbitration. The Indian Arbitration & Conciliation Act, 1996 or any statutory amendment or re-enactment thereof in force in India, shall govern the reference. Both parties shall appoint their respective arbitrator, and both arbitrators thus appointed should appoint the third Arbitrator who shall function as the presiding Arbitrator. The venue of arbitration shall be **Gujarat**. The Courts in the city of **Gujarat** shall have exclusive jurisdiction to entertain try and determine the same.
- **Termination Clauses:** If you fail to submit data on time or, If fails to give accuracy in output files. Company reserves the right to terminate the agreement with immediate effect. And **ELITE SERVICES** will not be responsible for any further data and payment to the Independent Contractor. If company found that there are multiple logins of a single I.D., The company will not be responsible for the corruption of the data in both online and offline modules. And your I.D. will get terminated without any intimation. If we find any 2 login/ logout together, 2 IP address without login/ logout, browser upgrade/ degrade without login / logout then ID will be terminate without any prior intimation.
- This agreement is valid for 11 months.

❖ AGREE TO PAY CONFIRMATION

At the booking time No initial payment is required to pay, but you must have to pay **Rs. 6700/-**(per month basis) for utility and maintenance on following grounds.

- ➔ In the matter of fact failure, not submitted or succeed company is entitled to receive amount by any cost. If you achieve the accuracy which mentioned above, then Utility charges will be deduct from your work payment and if you fail to achieve accuracy in given timeline, then also you have to pay as a liability which describe above.
- ➔ This charges related to service, development and maintenance cost of the platform where you working online. If you deny paying the said amount then company will take this matter legally & all the legal expenses will be bear by your side, company is not liable for the same.

❖ Required Accuracy by the company:

You must have to provide 90% accuracy in form filling work for 1200 forms in 8 days.

Viz Cut off forms are 1080 (In Total) for full payment

Below cut off - You are not qualified for payment & id will be terminating by server side.

If client makes any mistake in a form that form will be rejected, likewise client have to maintain cut off or accuracy.

IN WITNESS WHEREOF the parties hereto have executed these presents on the date hereinbefore written: **astha singh**

I hereby affirm by my signature that I have read this Work from Home Agreement, and understand and agree to all of its provisions. The Work from Home Agreement itself is not a contract of employment and may not be construed as one. I understand that I am accountable to all previous confidentiality agreements, policies and procedures of the company. I have read a copy of the Work from Home Policy.

I understand all the rules & regulations which are mentioned in agreement and I am ready to do work with **ELITE SERVICES**

Client:

For ELITE SERVICES



Authorized Signatory

Independent Contractor:

For astha singh

Authorized Signatory

HELPLINE CONTACT: 7575012114 / 7575010085

HELPLINE E-MAIL ID: help4formsfilling@gmail.com