



## Offer Letter

Dear Mr/Ms. DWIJAPRIYA SARMA

We would like to congratulate you on being selected for as an intern to work and assist in the Technical activities of NIELIT

We are pleased to offer you an internship for a period of 6 Months beginning 07-09-2022 to 07-02-2023

During the internship you will be required to discharge the responsibilities allocated by the NIELIT Assam Guwahati Jorhat Dibrugarh Silchar Kokr in furtherance of your role. The NIELIT Assam Guwahati Jorhat Dibrugarh Silchar Kokr may also assign additional responsibilities as needed to promote effective learning. The offer is subject to the acceptance of the following terms:

### **Deliverables:**

In the course of the internship, you will be required to meet technical requirements as directed by the reporting officer.

### **Stipend and Allowances:**

You will be paid a stipend of Rs. 10000 on a monthly basis.

### **Workplace Conduct:**

You will be required to adhere to professional standards of workplace conduct.

### **Confidentiality and Deliverable Ownership:**

During the course of the internship, you may be given access to sensitive and privileged information in furtherance of the work. You will be required to maintain confidentiality of such information failing which the internship would stand terminated and you may be liable to legal action

The final ownership & responsibility of the reports, designs, tools and other intellectual property generated during the course of the internship will lie with the NIELIT Assam Guwahati Jorhat Dibrugarh Silchar Kokr

### **Disputes:**

The final ownership & responsibility of the reports, designs, tools and other intellectual property generated during the course of the internship will lie with the NIELIT Assam Guwahati Jorhat Dibrugarh Silchar Kokr

During the course of the internship, any dispute arising between you and NIELIT Assam Guwahati Jorhat Dibrugarh Silchar Kokr will be settled amicably in accordance with NIELIT Assam Guwahati Jorhat Dibrugarh Silchar Kokr

If you agree to the above terms of the offer, please indicate acceptance of the offer letter and below undertaking to the undersigned.

Sincerely,

NIELIT Assam (Guwahati Jorhat Dibrugarh Silchar Kokr)

Date : 06/09/22

## Under Taking

I, DWIJAPRIYA SARMA R/O Assam, Guwahati who is undergoing an internship at NIELIT, do hereby undertake on this the 07-09-2022, the following:

1. I will be present at the premises of the NIELIT or any other venue, as notified by the nodal officer/authorized officer of NIELIT, to undertake tasks assigned to me for the duration of the internship. I will communicate to the nodal officer/authorized officer should there be any reason or inability to be present.
2. I will communicate regularly with the said nodal officer/authorized officer on the progress of the tasks undertaken and furnish the monthly progress report to be evaluated by the said nodal officer/authorized officer.
3. I understand that any work products/IPR produced during the internship is a property of NIELIT and the terms of its use shall be decided at the discretion of the NIELIT.
4. I declare that, I will neither join in any coercive agitation/strike for the purpose of forcing the concerned authorities to solve any problem, but amicably resolve the same through the nodal officer or appropriate grievance redressal mechanisms.
5. I will adhere to workplace norms and abide by ethical standards followed in NIELIT. In the instance of a professional misdemeanour or misconduct I understand that the concerned authorities shall terminate my internship and may take appropriate legal recourse as provided under the law of land.
6. I declare that, I shall be solely responsible for any act/actions of disrepute and shall be liable for punishment as per the law of the land. I further understand that the NIELIT or concerned authorities shall in no way provide any legal support to me and will not be held responsible.
7. I declare that I have not been convicted or found guilty of any criminal offence or associated with or accomplice to an ongoing criminal investigation.

During the course of the internship, you may be given access to sensitive and privileged information in furtherance of the work. You will be required to maintain confidentiality of such information failing which the internship would stand terminated and you may be liable to legal action

8. I declare that I am not suffering from any serious/contagious ailment and/or psychiatric/psychological disorder which may hinder my performance as intern.
9. I further declare that, my internship shall be terminated forthwith at any stage, if I am found to be ineligible and/or the information provided by me are found to be incorrect or on grounds of misconduct etc. as came to the notice of NIELIT.
10. I hereby undertake to inform NIELIT and concerned authorities, about my changes in information submitted by me, in the application and any other documents, including changes contact details/addresses/phone nos. etc., from time to time.

Sincerely,

Date: 06/09/22  
Internship ID: INTERNSHIPGOV\_165641244262bad91a702c1  
Name of Student: DWIJAPRIYA SARMA



Ministry of  
Electronics &  
Information Technology  
Government of India



## Offer Letter

Dear Mr/Ms. MANISHA MALAKAR

We would like to congratulate you on being selected for as an intern to work and assist in the Technical activities of CDAC

We are pleased to offer you an internship for a period of 6 Months beginning 10-04-2023 to 10-10-2023

During the internship you will be required to discharge the responsibilities allocated by the CDAC Assam Silchar in furtherance of your role. The CDAC Assam Silchar may also assign additional responsibilities as needed to promote effective learning. The offer is subject to the acceptance of the following terms:

### **Deliverables:**

In the course of the internship, you will be required to meet technical requirements as directed by the reporting officer.

### **Stipend and Allowances:**

You will be paid a stipend of Rs. 10000 on a monthly basis, subjected to fulfilment of defined criteria including attendance, etc.

### **Workplace Conduct:**

You will be required to adhere to professional standards of workplace conduct.

### **Confidentiality and Deliverable Ownership:**

During the course of the internship, you may be given access to sensitive and privileged information in furtherance of the work. You will be required to maintain confidentiality of such information failing which the internship would stand terminated and you may be liable to legal action

The final ownership & responsibility of the reports, designs, tools and other intellectual property generated during the course of the internship will lie with the CDAC Assam Silchar

### **Disputes:**

The final ownership & responsibility of the reports, designs, tools and other intellectual property generated during the course of the internship will lie with the CDAC Assam Silchar

During the course of the internship, any dispute arising between you and CDAC Assam Silchar will be settled amicably in accordance with CDAC Assam Silchar

If you agree to the above terms of the offer, please indicate acceptance of the offer letter and below undertaking to the undersigned.

Sincerely,  
*Manisha Malakar*  
CDAC Assam (Silchar)

Date : 06/04/23



Ministry of  
Electronics &  
Information Technology  
Government of India

## Under Taking

I, MANISHA MALAKAR R/O Assam, Guwahati who is undergoing an internship at CDAC, do hereby undertake on this the 10-04-2023, the following:

1. I will be present at the premises of the CDAC or any other venue, as notified by the nodal officer/authorized officer of CDAC, to undertake tasks assigned to me for the duration of the internship. I will communicate to the nodal officer/authorized officer should there be any reason or inability to be present.
  2. I will communicate regularly with the said nodal officer/authorized officer on the progress of the tasks undertaken and furnish the monthly progress report to be evaluated by the said nodal officer/authorized officer.
  3. I understand that any work products/IPR produced during the internship is a property of CDAC and the terms of its use shall be decided at the discretion of the CDAC.
  4. I declare that, I will neither join in any coercive agitation/strike for the purpose of forcing the concerned authorities to solve any problem, but amicably resolve the same through the nodal officer or appropriate grievance redressal mechanisms.
  5. I will adhere to workplace norms and abide by ethical standards followed in CDAC. In the instance of a professional misdemeanour or misconduct I understand that the concerned authorities shall terminate my internship and may take appropriate legal recourse as provided under the law of land.
  6. I declare that, I shall be solely responsible for any act/actions of disrepute and shall be liable for punishment as per the law of the land. I further understand that the CDAC or concerned authorities shall in no way provide any legal support to me and will not be held responsible.
  7. I declare that I have not been convicted or found guilty of any criminal offence or associated with or accomplice to an ongoing criminal investigation.
- During the course of the internship, you may be given access to sensitive and privileged information in furtherance of the work. You will be required to maintain confidentiality of such information failing which the internship would stand terminated and you may be liable to legal action
8. I declare that I am not suffering from any serious/contagious ailment and/or psychiatric/psychological disorder which may hinder my performance as intern.
  9. I further declare that, my internship shall be terminated forthwith at any stage, if I am found to be ineligible and/or the information provided by me are found to be incorrect or on grounds of misconduct etc. as came to the notice of CDAC.
  10. I hereby undertake to inform CDAC and concerned authorities, about my changes in information submitted by me, in the application and any other documents, including changes contact details/addresses/phone nos. etc., from time to time.

Sincerely,

*Manisha Malakar*

Date: 06/04/23

Internship ID: INTERNSHIPGOV\_166868211863761186c91c2

Name of Student: MANISHA MALAKAR



Date: 01/08/2022

## TO WHOM IT MAY CONERN

This is to certify that Mr. Deepjyoti Chetia, a 4th Semester MSc student of Gauhati University, has successfully completed his internship at Xopuntech India Private Limited, Guwahati under my guidance from Feb 2022 to July 2022.

He has worked on a project titled 'Xomidhan: Career Guidance System'. This project was aimed to launch a web platform to help students to get proper guidance for making right career choice. As part of the project, he has developed various API in the backend using Spring Boot and JPA along with other team members.

During the internship he demonstrated good development skills with a self-motivated attitude to learn new things. His performance exceeded expectations and was able to complete the project successfully on time.

We wish him all the best for his future endeavours.

Warm regards,

A handwritten signature in black ink that reads 'Md Mukibul Islam'.

MD MUKIBUL ISLAM  
MANAGING DIRECTOR  
XOPUNTECH (INDIA) PRIVATE LIMITED

9611654101



info@xopuntech.com



<https://xopuntech.com>



Garigaon, Guwahati 781012, India

