

Company Profile



## Dubai Overseas International Pvt. Ltd.

Maharajgunj-3, Kathmandu, Nepal

Tel: +977-1-5905763, 5905764, Fax: +977-1-5905764

E-mail: [info@dubaioverseas.com](mailto:info@dubaioverseas.com)



Govt. License No.: 751/064/065



## COMPANY PROFILE

|                        |   |   |
|------------------------|---|---|
| Name of the Company    | : | <b>Dubai Overseas International Pvt. Ltd.</b>   |
| Registration Authority | : | Ministry of Industry & Commerce<br>Office of the Company Registrar<br><b>Company Regd. No: 45802/063/064</b><br>Ministry of Labour, Employment & Social Security<br>Department of Foreign Employment<br><b>Govt. License No: 751/064/065</b><br>Ministry of Finance<br>Department of Internal Revenue<br><b>Pan No: 302706136</b> |
| Member                 | : | Nepal Association of Foreign Employment Agencies  |
| Contact Person         | : | <b>Mr. Dharma Raj Sharma Subedi (Managing Director)</b><br>Cell: +977-9851025960, 9801025960, +971-552046034 (UAE)<br>E-mail: md@dubaioverseas.com<br>mddubaioverseasinter@gmail.com<br><br><b>Mr Anill Malla (Director)</b><br>Cell: +977-9818465957<br>Email: director@dubaioverseas.com<br>gm@dubaioverseascom                 |
| Capital Structures     | : | Authorized - 20 Million Nepalese Rupees (USD 175,000)<br>Issued - 10 Million Nepalese Rupees(USD 87,500)  |
| Official Bank          | : | Global IME Bank Limited<br>Nepal Rastra Bank Limited  |
| Operated / Managed by  | : | Business Finance and Administrative Management<br>Experts / Advisors Professional from Nation Lead<br>Organizations of Nepal.   |
| Working Experiences    | : | Comprehensive background in Implementing and<br>accomplishing Company's mission by working at<br>extensive level in senior management capacity for years<br>in the national and international organizations &<br>overseas employment business fields.   |
| Legal Advisor          | : | Neelam Prasad Gautam  |
| Address                | : | Maharajgunj-3, Kathmandu, Nepal<br>Tel: +977-1-5905763, 5905764, Fax: +977-1-5905351<br>E-mail: info@dubaioverseas.com<br>Website: www.dubaioverseas.com  |

# LICENSE

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Nepali/ English Translation  
Regd. No.27649



Coat of  
Arms of  
Nepal

Government of Nepal  
Ministry of Labor and Transportation Management  
Department of Labor and Employment Promotion

Office Seal Affixed

License No.: 751/064/65

## License

This license is hereby provided to **M/s Dubai Overseas International Pvt. Ltd.** to conduct the foreign employment business within the conditions mentioned in this license in pursuant to the Foreign Employment Act, 1985 A.D. and Foreign Employment Rule, 1999 A.D.



License Issuing Officer:  
Name: Keshar Bahadur Baniya  
Rank: Director General  
Signature: Sd.  
Date: 20<sup>th</sup> March 2008 A.D.

"The Translation Copy is True and Verified"  
Signature: *Regmi*  
Name: Tika Ram Regmi  
Date: 18/07/2023  
Certificate Number of the Notary Public: 1817  
Date of Expiry of Certificate: Dec.21, 2023 AD  
Seal of the Notary Public



Translated By: Advocate/Notary Public- Tika Ram Regmi  
Contact No. 9841321391 Email: notary.regmi@gmail.com


# CONSULATE ID/CERTIFICATES

**Dubai Overseas International Pvt. Ltd.**  
 Maharajgunj-3, Kathmandu, Nepal  
 Tel: +977-1-5905763, 5905764  
 Fax: +977-1-5905351  
 E-mail: dubaioverseasinter@gmail.com  
 dubaioverseasinter@dubaioverseas.com.np  
 Website :www.dubaioverseas.com.np

Name of the Owner of the Agency : **DHARMA RAJ SHARMA SUBEDI**  
 Agency Name : **DUBAI OVERSEAS INTERNATIONAL PVT. LTD.**  
 License No : **751/064/065**  
 Date of issue : **31/03/2022**  
**CARD NO (355)**

*Rami Saad Alasma*  
 Authorized Seal and Signature



**Government of Nepal  
Ministry of Finance  
Department of Internal Revenue**

Office Seal

Photo

Sd.

Certificate of Registration of (PAN) Permanent Account

Internal Revenue Office: PAN **302706136**  
Lalitpur

Date: **24 05 2064 B.S.**  
**09 09 2008 A.D.**

VAT Registration Date: \_\_\_\_\_  
Day Month Year

Tax payer Name : **Dubai Overseas International**  
 Type of Tax Payer : **Private Limited**  
 Address : **Ward No. 3, Sanepa  
Sub-Metropolitan City: Lalitpur  
Lalitpur**

Business Transaction : **Foreign employee**

Sd. \_\_\_\_\_  
Signature of tax payer

Sd. \_\_\_\_\_  
Signature of Tax Officer  
2064/09/11 B.S.  
(26/12/2007 A.D.)

Note: This certificate should be posted at a place of business and main office.

*Ram Prasad Shattara*  
July 09, 2014





**Government of Nepal  
Ministry of Industry, Commerce & Suppliers  
Office of the Company Registrar**

Office Seal

Pvt. Ltd.: 45802/063-064

Certificate of Incorporation of Company

This certificate of incorporation has been issued to M/s Dubai Overseas International Private Limited having incorporated on the (2064/01/30 B.S.) 13 day of May, 2007 pursuant to sub-section (1) of section 5 of the Companies Act 2006.

Date:- 2064/01/30 B.S. (13 May, 2007 A.D.)

Sd. \_\_\_\_\_  
Asst. Registrar

*Terms: Company incorporation has not deemed as the licence to operate the company. Therefore, after taken approval of the concerned authorities according to prevailing law's then after execute the objectives of the company.*

*Ram Prasad Shattara*  
July 09, 2014



## MESSAGE FROM MANAGING DIRECTOR



It gives us immense pleasure today to present some of my words through this profile about the introduction of this company: Dubai Overseas International Pvt. Ltd.

We have the pleasure in introducing Dubai Overseas International Pvt. Ltd. as one of the reputed and professionally managed international manpower recruitment consultant established in 2007. We have been working for foreign employment service under the license of Government of Nepal, Ministry of Labour, Employment & Social Security since the last one decade.

Dubai Overseas International Pvt. Ltd. has been established with the main objective of enhancing and boosting the economic condition of Nepalese people. The increase in unemployment figures and the inflow of people from rural areas to urban areas is creating opportunity to the nation's economy. Thus, we have deployed thousands of professionals, skilled, semi-skilled and non-skilled workers in various countries as per the demand.

This company is equipped with modern facilities and a team of highly professional and dedicated staff who are thoroughly acquainted with the proper execution of manpower recruitment procedures. Lastly, we would highly appreciate your comments. We assure you that we are always at your service and co-operation for you.

Thank You

**Dharma Raj Sharma Subedi**  
*Managing Director*



## MESSAGE FROM DIRECTOR



Dear Clients,

Dubai Overseas International Pvt. Ltd. is one of the leading professionally managed and certified Overseas Manpower Consultants and Recruitment Agency and have been providing services to various reputed companies for their Manpower requirements in Malaysia and Gulf Countries & Europe. We have been professionally fulfilling the growing needs of our clients and have successfully catered to our clients by providing them the right candidates with the help of our highly qualified team of technical consultants and staffs.

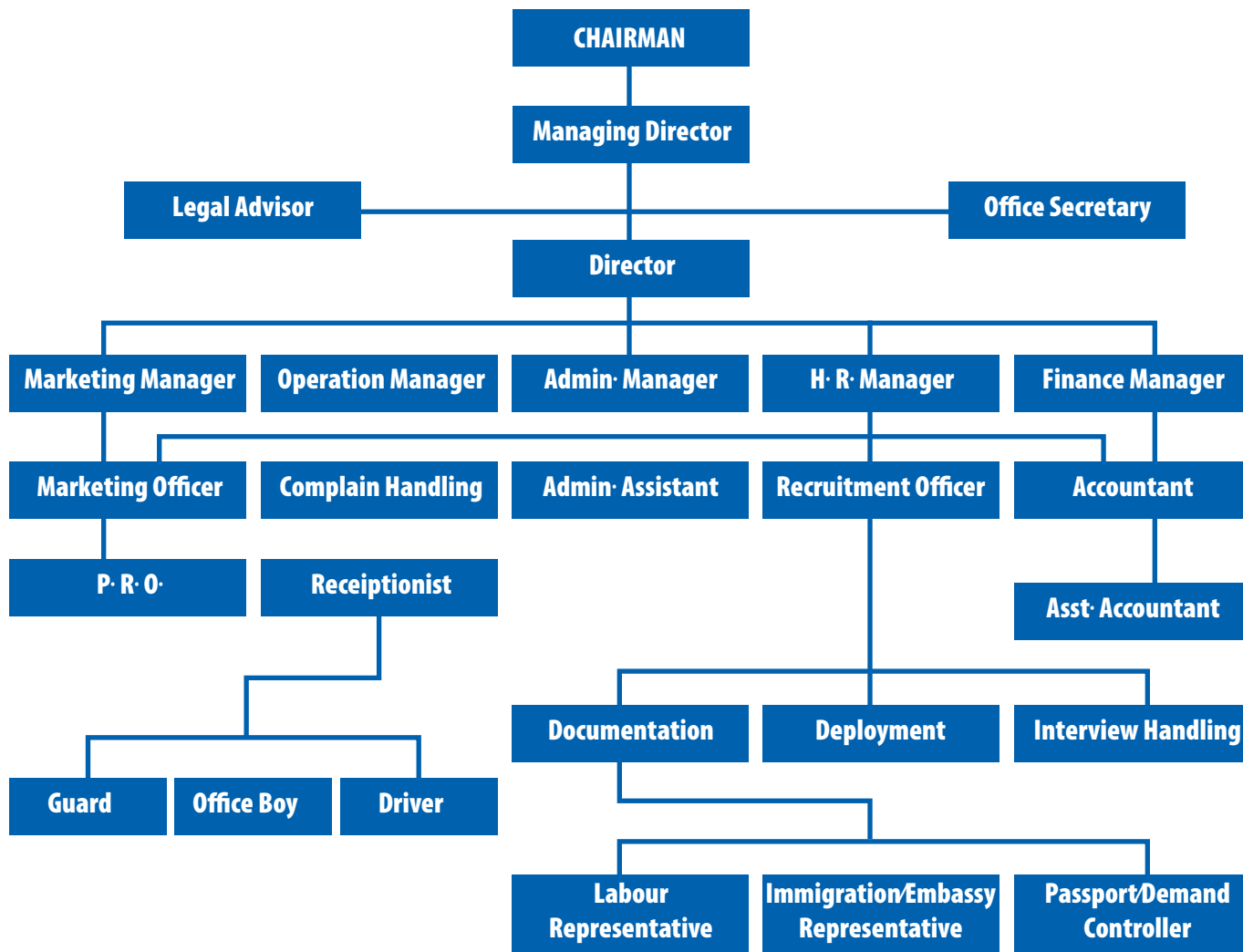
Our head office is strategically located in the heart of capital of Nepal, with our executive search offices located in all strategic cities of Nepal. Through the years, we have grown immensely and our services have been appreciated by our clients. Our clients and the people whom we recruit are the ultimate beneficiaries of our services. We adhere to a strict deployment schedule according to the needs of our clients and believe in the principle of time management. We will be privileged, if we get an opportunity to serve you in the near future.

We assure you of our high service standards and acting on your requirement in the shortest time possible.

Warm Regards,

**Anill Malla**  
Director

# ORGANIZATION CHART





## REQUIRED DOCUMENT

Requirements of the documents from the employer country vary from one to another. Documents also depend on whether the embassy of the said country has a diplomatic mission in Nepal or not. Basically, Set of Legalized documents are required in order to process any kinds of further prescreening to the deployment of the workers from Nepal. Sample as given below.

### Principle Documents:

1. Demand Letter
2. Power of Attorney
3. Employment Contract
4. Service Agreement between Employing Company & Our Company
5. Guarantee Letter

### Demand Letter

Addressed to authorizing Dubai Overseas International Pvt. Ltd. (License No: 751/064/065) Kathmandu, Nepal mentioning the number of workers required in each categories with salary, duty hour, food, accommodation & other benefits.

### Power of Attorney

Addressed authorizing Dubai Overseas International Pvt. Ltd. (License No: 751/064/065) Kathmandu, Nepal to be true and lawful attorney and Agency from Nepal.

### Service Agreement

Employing Company should provide us service agreement duly signed between employer company and recruitment agency in Nepal.

### Employment Contract

One copy each signed and sealed by the employer & employee.

### Guarantee Letter

Signed and stamped copy by the employer company should be mention that not to be deploy to other countries for work purpose.

### For The Kingdom of Saudi Arab

Following additional Documents are essential for KSA only.

#### **AUTHORIZATION LETTER/COUNSELOR LETTER**

#### **COMPANY REGISTRATION (CR) COPY**

#### **VISA APPROVAL SLIP (BANK SLIP)**

*Note: Documents Should be duly sealed by the Ministry of Foreign Affairs, Chamber of Commerce or concerned Government Authority & Nepalese Embassy of the respective country.*



# SAMPLE OF REQUIRED DOCUMENTS

**DEMAND LETTER**

To,  
Dubai Overseas International Pvt. Ltd.  
License No: 751/064/065  
Maharajgunj, Kathmandu  
Nepal

Date: .....

VISA NO:  
VISA DATE:

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S.COMPANY NAME at given terms and conditions:

| S# | Category | Qty | Salary (SR.) |
|----|----------|-----|--------------|
| 1  |          |     |              |

**Terms & Conditions**

01 Period of Employment 2 years, renewable  
02 Place of Employment (Name of the Country)  
03 Air Passage For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years  
04 Service Charge Not provided by the company  
05 Visa Visa charge will be borne by the company  
06 Working Hours 8 hours per day, 6 days a week (48 hours per week)  
07 Over Time Provided by the company as per (Name of the Country) Labour Law  
08 Probation Period 90 days from the date of entry into (Name of the Country)  
09 Resident Permit Provided by the Company free of cost  
10 Accommodation Free Bachelor Accommodation should be provided by the company  
11 Water & Electricity Provided by the Company  
12 Food Provided by the Company  
13 Medical / Insurance Provided by the Company  
14 Transportation (Bus) Provided by the Company  
15 Uniform, Helmet and Shoes Provided by the Company  
16 Annual Leave 30 days  
17 Service Gratuity & Leave Pay Provided by the Company as per (Name of the Country) Labour Law  
18 Other Terms & Conditions Provided by the Company as per (Name of the Country) Labour Law

Yours truly,  
For M/S.COMPANY NAME

**GUARANTEE LETTER**

Date: .....

**Guarantee Letter**

Dear Sir,  
We hereby confirm to recruit Nepali workers (as per demand letter) through:

To,  
Dubai Overseas International Pvt. Ltd.  
License No: 751/064/065  
Maharajgunj, Kathmandu  
Nepal

We shall guarantee you for these recruited workers who will not be transferred to any other company beside our company as they will be working with us according to company's agreement at all.

Yours truly,  
For M/S.COMPANY NAME

**POWER OF ATTORNEY**

VISA NO :  
VISA DATE:

Date: .....

**Power of Attorney**

We M/S.COMPANY NAME a company organized under the laws of State of (Name of the Country), do hereby nominate, constitute and appoint

To,  
Dubai Overseas International Pvt. Ltd.  
License No: 751/064/065  
Maharajgunj, Kathmandu  
Nepal

to be our true and lawful attorneys and agents in Nepal in respect of handling all the affairs concerning recruitment/ entering into contracts with selected employees, completion of immigration formalities etc. with the Protector of Emigrants, Government of Nepal and to sign all necessary documents required by the said offices in connection with the recruitment of persons for service with said company.

We also authorize our agents to negotiate with the Ministry of Labour in cases where the Ministry considers the salaries offered to be lower than the minimum permitted.

This Authorization is valid for two (2) year from date of issue.

**EMPLOYMENT CONTRACT**

Date: .....

**Employment Contract**

This agreement is made and entered into \_\_\_\_/\_\_\_\_/\_\_\_\_ day of \_\_\_\_ M/S.COMPANY NAME (herein called the company as First Party).  
& Mr. \_\_\_\_\_, Nationality: Nepali, Passport Number \_\_\_\_\_, in his capacity as the Second Party hereby agreed the following terms and conditions.

The Second Party agreed to work with the First Party as \_\_\_\_\_ with the gross salary of SR. \_\_\_\_\_ per month. The terms and conditions of the contract are as follows:

|                                 |   |
|---------------------------------|---|
| S# Terms                        | Conditions  |
| 01 Period of Employment         | 2 years, renewable  |
| 02 Place of Employment          | (Name of the Country)   |
| 03 Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years. |
| 04 Service Charge               | Not provided by the company   |
| 05 Visa                         | Visa charge will be borne by the company  |
| 06 Working Hours                | 8 hours per day, 6 days a week (48 hours per week)  |
| 07 Over Time                    | Provided by the company as per (Name of the Country) Labour Law   |
| 08 Probation Period             | 90 days from the date of entry into (Name of the Country)   |
| 09 Resident Permit              | Provided by the Company free of cost  |
| 10 Accommodation                | Free Bachelor Accommodation should be provided by the company   |
| 11 Water & Electricity          | Provided by the Company   |
| 12 Food                         | Provided by the Company   |
| 13 Medical / Insurance          | Provided by the Company   |
| 14 Transportation (Bus)         | Provided by the Company   |
| 15 Uniform, Helmet and Shoes    | Provided by the Company   |
| 16 Annual Leave                 | 30 days   |
| 17 Service Gratuity & Leave Pay | Provided by the company as Per (Name of the Country) Labour Law   |
| 18 Other Terms & Conditions     | Provided by the company as Per (Name of the Country) Labour Law   |

First Party/Second Party  
For M/S.COMPANY NAME .....

**SERVICE AGREEMENT**

Date: .....

**Service Agreement**

This agreement has been made M/S.COMPANY NAME (hereinafter called the FIRST PARTY).  
&  
Dubai Overseas International Pvt. Ltd. Company duly registered to deploy manpower from Nepal and existing under the Laws of Nepal, with business address at Maharajgunj, Kathmandu, Nepal.  
Herein after referred to as the SECOND PARTY.

Whereas the Second Party agrees to process the recruitment as per the Government's rules and regulations and suitable workers from Nepal to the First Party's work site, (Name of the Country) under the following terms and conditions:

1. That the SECOND PARTY will make all the arrangement to supply manpower from Nepal, as per the request and specification of FIRST PARTY.
2. FIRST PARTY will recruit workers from Nepal through SECOND PARTY for his company.
3. FIRST PARTY will not give any service charge to SECOND PARTY.
4. FIRST PARTY will agree to appoint SECOND PARTY as its legal representative in Nepal for the purpose of supplying manpower (Nepali Workers) for his company and will provide all the required documents such as Power of Attorney, Demand Letter and Contract Agreement for the selected workers
5. SECOND PARTY will be completely responsible to bring selected manpower from Nepal to (Name of the Country) and will guarantee for three months. During this period if any of the deployed workers found to be medically unfit, refused to work and got homesick, SECOND PARTY will bear all the expenses for repatriating the said workers back to his/her home country and make replacement free of charges.
6. FIRST PARTY shall make arrangements to make visa for all the selected workers.
7. FIRST PARTY will provide free accommodation & transportation for the selected workers here in as per the prevailing Labour Law of the state of (Name of the Country) & its own rules.
8. The First party will provide all the facilities incorporated in the demand letter to all the selected workers as per the prevailing Labour Law of the State of (Name of the Country).
9. FIRST PARTY will make all the arrangements to receive all the selected workers within 25 days of issuing them the entry visa to (Name of the Country).
10. This agreement takes effect upon signing thereof by both the parties concerned.

The First Party and the Second Party certify that they have read the agreement and that they fully understand its terms and conditions together with its application. In witness where of the parties have their voluntary signed.

For M/S.COMPANY NAME

# SELECTION & DEPLOYMENT

## Pre Labor Approval

After receiving the authorized demand letter from the company, the document are presented for pre- labor approval. The department of Labor in Nepal analyzes the document and approve for further processing.



| कतारमा वैदेशिक रोजगारको अवसर कि निया। कि रिक्त।। |             |           |        |           |           |         |        |        |        |
|--|-------------|-----------|--------|-----------|-----------|---------|--------|--------|--------|
| कम्पनी : G4S QATAR W.L.L. LT. No. 158824         |             |           |        |           |           |         |        |        |        |
| क्र.सं.  | कामदारको पद | मासिक तलब | आवृत्त | प्रशिक्षण | हस्ताक्षर | वैदेशिक | अन्य   | संस्था | संस्था |
| 1  | Guard       | QR 83,000 | 200 D  | 1500      | QR        | मै.रु.  | मै.रु. | मै.रु. | मै.रु. |

## Advertisement

The approved demand letter which is received from Labor Department of Nepal is published in National daily/weekly newspaper for collecting document. Dubai Overseas International Pvt. Ltd., also uses different tools like internet, SMS, telephone etc. in order to inform and collect documents. The documents are either collected through direct candidate or through sub agents/marketing executives.

## Candidate Screening/Interview

We maintain upto date data bank of potential candidate with full information on their skill and education, technical knowhow and experience as per the employer criterion. Dubai Overseas International Pvt. Ltd. will short list the candidate for pre-interview. During pre interview the short listed candidate are given priority on merit basis giving opportunity to all. The final interview for the short listed candidate will be conducted by the employer himself or his representative by taking an oral, written and practical test. If the employer or his representative is not available than we arrange for telephone or skype interview.



## Communications

Departments of Dubai Overseas International Pvt. Ltd. is fully computerized and networked in order to provide our clients and the candidates the best and prompt service. Our staff members are always committed and ready to help its clients providing quality manpower service.

## SELECTION & DEPLOYMENT



### Medical Checkup

Only selected candidate will send for full medical examination to the medical centre authorized by government of Nepal. The candidates who are physical and mentally fit are eligible to sign the employment contract and he/she should be entitled to proceed for visa.

### Visa Processing

We send all the necessary documents as per requirement for further visa processing like passport copies, photographs, medical report, experience certificate etc. to the employer.



### Orientation

After receiving the job offer or employment visa, the orientation classes are compulsory organized by Government Registered technical institute of Nepal which provide full information about law and orders, immigration policy and religion of respective country. It helps to create awareness and make cordial relation between employer and employee. Besides this we give full information about the company, work place, job description etc before flight.

### Final Labor Approval

All the necessary documents like original passport, visa copy (original if not issued online), medical report, orientation certificate, insurance policy are submitted in Labor Department of Nepal for final approval and immigration clearance. The Department of Labor analyzes the documents and provides final approval.



### Travel Arrangement

As soon as visa endorse passport or paper visa are received we give the booking to our travel agent or directly to concern airline to confirm seats to the nearest airport of origin country. After the flight is confirmed we send flight details to our employer requesting them for airport pick-up and hostel arrangement.



## TERMS & CONDITIONS

1. The FIRST PARTY shall issue the Demand letter to the SECOND PARTY mentioning the number of workers required and the categories, salary and other service conditions , along with Power of Attorney, Guarantee Letter, Inter Party Agreement and Employment Contract (authorizing the SECOND PARTY) to recruit workers from Nepal on behalf of the FIRST PARTY. Demand Letter and Power of Attorney should be attested by the Chamber of Commerce and industry of the employing country, Foreign Ministry and The Nepalese Embassy.
2. Both parties herein shall obtain the approval of the respective governments to source, recruit and supply the workers as per the rules and regulations of both countries in regard to the conditions necessary to source and oursource.
3. The SECOND PARTY shall be responsible for short-listing of qualified candidates according to their trade qualifications and experiences in conformity with the FIRST PARTY'S requirements. The SECOND PARTY should notify the FIRST PARTY of such short listed, qualified candidates who are ready for final Interview and selection.
4. The FIRST PARTY has the right to either send his representative or give the SECOND PARTY the right to select process and send such qualified workers at the SECOND PARTY'S full guarantee.
5. The workers will be interviewed, tested and selected by representative of the employer or by SECOND PARTY on his behalf. The FIRST PARTY agrees to advise to the SECOND PARTY of its final list of the personnel selected through written consent and the desired mobilization date on the respective site.
6. The SECOND PARTY shall assist the workers in matters relating to Nepal immigration and government formalities, medical tests and Visa stamping from the relevant embassy where required and all other relevant approvals.
7. The SECOND PARTY shall at his own expenses provide airport assistance to the departing selected workers and inform the FIRST PARTY of their arrival details by any means of communication written consent or telephonic confirmation to receive them on arrival by the FIRST PARTY.
8. The FIRST PARTY will be responsible for receiving the workers at the airport.
9. The earning of the workers per month and other service conditions shall be as per the attached demand letter and contract document against each category. The FIRST PARTY should clearly inform the SECOND PARTY about the salary and any other deduction as Tax etc being paid by the employer and SECOND PARTY in turn should clearly inform the candidates accordingly, prior to mobilization.
10. Within the three (3) months probation period from the commencement of employment, if the employer finds the selected worker to be unfit, unqualified to continue the employment, refuse to work, failed the medical tests upon arrival or considered as a security threat, the EMPLOYER may replace the worker. The replacement of the unqualified worker shall be done by the SECOND PARTY at maximum of a month from the termination. All expenses incurred there shall be borne by the SECOND PARTY.
11. Arrival of the selected workers will be within one month upon issuing their visas. For any delay rather than this period, the visas will be cancelled and the SECOND PARTY will shoulder all the governmental expenses for replacement.
12. FIRST PARTY has to compensate the worker on their own expenditure if the worker will not get all facilities as per Employment Contract and the company collapse before contract periods.
13. The FIRST PARTY agrees to bear the compensation in case of death or injury of the workers and also agrees to bear the cost of transport of dead body to Nepal as per the labors law of country concerned.

# DUBAI CLIENT'S LIST

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## KUWAIT CLIENT'S LIST

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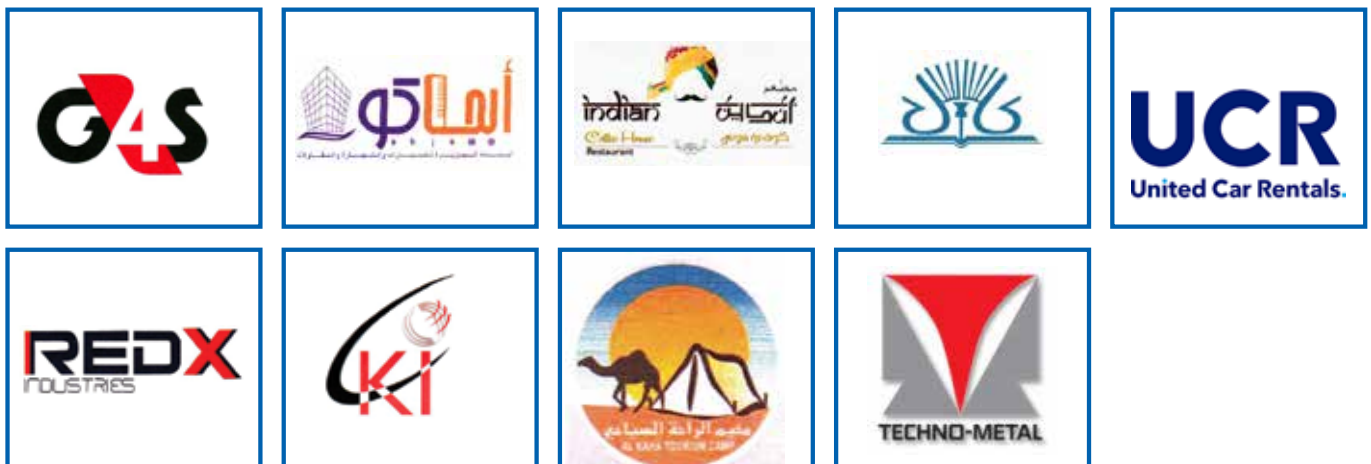
## SAUDI CLIENT'S LIST

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## SAUDI CLIENT'S LIST



## QATAR/BAHARIN/OMAN CLIENT'S LIST





## KUWAIT CLIENT'S LIST

Malas Alkuwait International Restaurant Co  
Soud Fahad Barrak Alsabih For Steel Work & Fabrication.  
Palazzo Hotel Company  
Kanari Island Restaurant Co W.I.I.  
Leopard Consumers Orders Delivery.  
Trolley General Trading Co.w.I.I  
Metrash Company For Delivery Of Consumer And Other Orders  
Al-Kuwaitiya Office Company For Factory Management.  
Limak Insaat Kuwait Spc  
Medmac Kuwait General Trading & Contracting Co.  
Al Eemar Ready Mix Concrete Production Co.  
Katara Retail Company For Ready Kitchens  
Blend Restaurant & Cafe Company  
Smart House Construction Company.  
Bulldozer Gulf General Trading & Contracting Company  
Super Wash Company For Cleaning And Ironing Clothes Manually  
And Stem Kuwait.  
Al Mahmoud Factory For Wooden Doors  
Orbit Spa Health Institute  
Talal Herbidshawan Al Zafeeri For Meals Provider  
Mb Chocolate Company For Sweets And Pastries.  
Fidz Company For Sweets And Pastries.  
Strope Salon Ladies Beauty.  
American Pizza Restaurant Co.  
Two Shawarma Restaurant Company  
Get Burger Restaurant Co.  
The Brush Beauty Salon  
Masti Plus For Food Supplies  
House Of Luster Factory For The Production Of Furniture.  
Atyab Albaraka Coffee & Restaurant Company  
Alameed Coffee Roasters & Mills Company  
Orbit Spa Health Institute  
Talal Herbidshawan Al Zafeeri For Meals Provider  
Fidz Company For Sweets And Pastries.  
Dutch Company For The Sale Of Food, Snacks And Cold & Hot  
Drinks (Food Truck)  
American Pizza Restaurant Co.  
Two Shawarma Restaurant Company  
Brilliant Minds Company For Managing Day Nurseries  
Alabjar Carpentry Factory.  
Al Massa Factory Metal Kitchen Chicken & Shawarma Grills Safes  
For Keeping Papers & Files  
Al-Kuwaitiya Office Company For Factory Management.  
Kuwait Motor Sports Club  
Al Zain Aluminium Industries  
Limak Insaat Kuwait Spc

Food Factory Foodstuff Preparations Co.  
Ramses Saloon & Spa For Men  
Medmac Kuwait General Trading & Contracting Co.  
Nuts And More Co. For Sweets & Pastries  
Food Link Restaurant Company.  
Pizzetty Plus Restaurant Co.  
Rahi W Wafi Restaurant For Kuwaiti Foods.  
Abu Daham Restaurant Co.  
Juicy Chicken Restaurant Company  
Black Burger Bro Restaurant Co.  
Zaki Falafel For Snacks.  
Al Eemar Ready Mix Concrete Production Co.  
Mug Coffee Restaurant Company  
Kabab Albaghdadi Restaurant Company.  
Flower Sweet Company For Sweets And Pastries.  
Pro Cuts Catering Company.  
Al Amal Indian School, Salmiya - Kuwait.  
Juzur Canary Restaurant Co. W.I.I.  
Randa Azzat Ibrahim Redan Contracting Company  
Food Factory Foodstuff Preparations Co.  
Ramses Saloon & Spa For Men  
Medmac Kuwait General Trading & Contracting Co.  
Afkary Expo Company  
Kuwait Pipe Industries & Oil Services Co. (K.s.c.)  
Gulf Engineering Company K.s.c.c.  
Al Amal Indian School  
Dip N Dip Al Kuwaitia Restaurant Co.  
Smart Mart For Delivery Co  
Platinum General Trading Co  
Princess Cars Rental Center  
Engineering Contracting Co Llc  
The Bridge Gen.trade.&Cont.co.  
Gulf Glass Manufacturing Company Ksc  
Kabsah House Restaurant Company W.I.I.  
Zattec Restaurant Company.  
Our Cake For Ice Cream & Sweets, Arabic And Foreign  
Production Company W.I.I.  
Al Eemar Co. For Mix Concrete Production (Reconstruction  
Company For Concrete Pre-Mix Production And  
Byalah (Byalat) Karak Restaurant Company W.I.I.  
La Reve Restaurant Company.  
Le Churro Station Snaxks Company  
Boubyan Service For Catering Services Company Spc.  
Combined Security Group. Strope Salon Ladies Beauty.  
Metrash Company for Delivery of  
Consumer and Other Orders.



## CLIENT'S LIST

### KINGDOM OF SAUDI ARABIA (K.S.A.):

Hsh Partner & Co.  
 Ahamed G. Al Ghamdi & Brothers Holding Company  
 Babel Restaurant Co. Ltd.  
 Sama Altameer Company  
 Asama Altameer Company  
 Gulf Candil Logistics Services Co.  
 Idc (Industrial Development Company)  
 Remote Logistics Co. Ltd, K.S.A.  
 Makani Indian Fod Restaurant  
 N2Mall  
 Khaled Derea Al Derea And His Partner Co. Ltd.  
 Baas International Group Company Ltd.  
 Sinopec Engineering Group Saudi Co. Ltd.  
 Drake & Scull International K.S.A.  
 Al Seif Engineering Contracting Company  
 Al Towala For Trading & Contracting Co.  
 Aaday Eid Al-otabit Est.  
 Abaqira Trading Co. Ltd.  
 Abdul Aziz Saliman Al Ghanim Gen. Contracting Co.  
 Attieh Steel Company Ltd. Abid Manahi Al Ajmi Sons Co.  
 Aamal Al Daam Company  
 Al Habib Trading & Contracting Co.  
 Al-ayuni Investment & Contracting Co.  
 Ali A. Al Sehli Est.  
 Al-mesilahvac Equipment Factory  
 Amana Contracting Company Llc.  
 Ananasy Trading Co.  
 Ekal Human Resources  
 Abdulaziz Alomran & K.S.A.  
 Aseel Architectural Contracting, K.S.A.  
 Ahmed Ali Al-tahaifa Transport Co.  
 Al Sumbulaal Mutakamila Trading Est., K.S.A.  
 Ananasy Trading Company, K.S.A.  
 Excellent Building For Contracts  
 Home Care For Fire Fighting Equipments  
 Sara Abdoulhamid Almabyoq Cont, K.S.A.  
 SMIT OPERATION AND MAINTENANCE COMPANY

United Mining Industries Company Factory  
 GAMAMA OPERATING AND MAINTAINANCE FOUNDATION  
 AQATAR AL JAZEERA COMPANY  
 TAKHFIDAT SAH TRADING CO.  
 GAMAMA OPERATING AND MAINTAINANCE FOUNDATION  
 abaq aljazeera detergents factory co  
 ABDUL AZIZ OMRAN ALOMRAN AND PARTNERS CO, KSA  
 Sama al tameer cont. company  
 HAIDER SALEH AL-HAIDER AND PARTNER CO.  
 ARABIAN FIRST UNITED COMPANY LIMITED  
 GREEN VISION CO. LTD. FOR ARTIFICIAL GRASS  
 AL-WATANIA POULTRY CO.  
 AHAL AL SARA FACTORY FOR DETERGENTS  
 FACTORY OF JUBAIL SAUDI COMPANY FOR GEOTEXTILE SOLUTIONS..  
 RANA SAUDI CO .LTD  
 Air & Gas Trading Est.  
 AHMED ABDUL RAHMAN AL - THANIAN TRADING GROUP COMPANY  
 mane al shahrani shopping center  
 STAR LINKS SUPPORT SERVICES COMPANY  
 MAQHAUD FOR BAVERAGES CO  
 RANDA AZZAT IBRAHIM REDAN CONTRACTING COMPANY  
 BABEL RESTAURANT CO. LTD.  
 GULF CANDIL LOGISTICS SERVICES CO  
 remote logistics arabia ltd  
 sara abdoulhamid almabyoq cont  
 Homes Care for Fire Fighting Equipments  
 EXCELLENT BUILDING FOR CONTRACTS GROUP  
 ANANASY TRADING CO.  
 al sumbulaal mutakamila trading est  
 ahmed ali al-tahaifa transport co.  
 ABDULAZIZ ALOMRAN & CO PATNER  
 Ekal Human Resources  
 TAJHEEZ AL-MABANI LIMITED CO

### BAHRAIN:

THE GROVE HOTEL  
 MANDILLICIOUS RESTAURANT  
 REDX INDUSTRIED CO.W.L.L  
 MONTREAL MOTORS CO.S.P.C.  
 AL KHALAF INTERNATIONAL

### OMAN:

AL-RAHA NATIONAL ENTERPRISES





# CLIENT'S LIST

## U.A.E.:

Adnec Services  
Skm Air Conditioning  
Albert Abela Co.  
Arkan Securitymanagement Solutions  
Ejadah Asset Management Group  
Sawaeed Employment L.L.C.  
Qbg Facilities Management  
Gbh International Contracting Llc  
Rdk Building Maintenance Llc.  
Dubai Security Group  
Duplas Al Sharq Llc.  
Concordia Dmcc, Dubai, Uae.  
Efs Facilities Services  
Emirates Marble  
Ethon General Trading L.L.C.  
Future Metro L.L.C.  
Leo International (Fze)  
National Food Products Company  
Ra Al Khaimah Poultry & Feeding Co.  
infotech for employment - sole proprietorship  
PROFESSIONAL FIX FACILITIES MANAGEMENT LLC  
SEATTLE INTERNATIONAL SERVICES SEATTLE  
INTERNATIONAL SERVICES  
MAJAN PRINTING & PACKAGING FZE  
FRENCH BAKERY COFFEE SHOP L.L.C.  
EMPIRE STATE ELECTRO MECHANICAL LLC  
Albert Abela Co. SHJ. (L.L.C.)  
ASALI CONTRACTING CO.LLC  
SAWAEED EMPLOYMENT LLC  
SEA SANDS SHIPPING L.L.C  
base general contracting co llc  
Speed Cleaning Co. L.L.C.  
skm air conditioning llc  
Pivot Aluminium Co.LLC

M.R.S.(FZE)  
base general contracting co llc  
monaco star services llc  
YAZWAA RECRUITMENT COMPANY LLC  
GBH INTERNATIONAL CONTRACTING LLC  
PROMPT CARE BUILDING MAINTENANCE LLC  
Albert Abela Co. SHJ. (L.L.C.)  
ASALI CONTRACTING CO.LLC  
Marble Renewal of U.A.E.  
Adnec Services LLC  
Asqalan Construction & Development L.L.C.

AL GEEMI & PARTNERS CONTRACTING COMPANY L.L.C  
ROYAL UNITED METAL & GLASS L.LC.  
emirates stevedoring  
SHIRLEY MAY INTERNATIONAL (FZE)  
ARABIAN ALUMINUM & CARPENTRY FACTORY L.L.C  
CLEAN WAY BUILDING CLEANING SERVICES  
TOP VANTAGE CONTRACTING LLC  
SOUTHERN FRANCHISE CO LLC  
AL FIKREE CONTRACTING L.L.C  
AL CORNISH ALUMINIUM CONT. IND. LLC  
MAJAN PRINTING & PACKAGING FZE  
QBG Services  
Duplas Al Sharq L.L.C  
REEM EMIRATES ALUMINIUM LLC  
BOSCO ALUMINIUM & GLASS CO.LLC  
DXB TECHNICAL SERVICE LLC  
AL NISR AL THAHABI FITNESS  
omran al shamsi contracting co (llc)  
Alhatir Building Contracting LLC

## QATAR:

G4S Qatar  
G4S Facility Services Commercial  
Spring Maintenance, Services & Contg. Co  
Indian Cofee House  
Al Bandary Contracting & Trading Co. W.L.L.  
Al Mukhtar Contracting & Trading Co.W.L.L.  
Al Owina Co. For Mechanical 7 Electrica Project (Omeco)  
Amana Qatar Contracting Co. W.L.L.  
Al Shamil Engineering For Trading And Contracting  
Basic Industrial Technical Supports  
General Foundation Trading, Contracting & Maintenance Est.  
Power Syystem & Information Technology L.L.C.  
Punj Lloyd  
Signals Services & Cont.  
Tivoli Group  
Ps Tech L.L.C.  
Dongle Doha Contracting Serices  
Techno Metal Co. W.L.L.  
Abjaco, Qatar  
United Car Rentals

# DEMAND LETTERS

**شركة الخليج الهندسية ش.م.ك.ج**  
**Gulf Engineering Company s.s.c.c**  
 Date: 06 December 2018

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No:751054/065, Maharajgunj-3, Kathmandu, Nepal  
 Tel:+977-1-4382095/4383350, Fax: +977-1-4383301

**Demand Letter**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of **M/S. Gulf Engineering Company k.a. c.c.c** at given terms and conditions:

| Sl#          | Category                     | Qty        | Salary (KD.) |
|--------------|------------------------------|------------|--------------|
| 1            | Ac Technician                | 20         | 120-150      |
| 2            | Insulation Material laborers | 20         | 120-150      |
| 3            | Installation Technician      | 20         | 120-150      |
| 4            | Sanitary Technician          | 20         | 120-150      |
| 5            | Electrician                  | 40         | 120-150      |
| 06           | Laborer                      | 7          | 90           |
| 07           | Plumbing labour              | 20         | 100-120      |
| <b>Total</b> |                              | <b>137</b> |              |

**Terms & Conditions**

| Sl# | Terms                        | Conditions   |
|-----|------------------------------|--|
| 01  | Period of Employment         | 2 years, renewable   |
| 02  | Service Charge               | Not provided by the company  |
| 03  | Visa                         | Visa charge will be borne by the company   |
| 04  | Place of Employment          | Kuwait   |
| 05  | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours                | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08  | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09  | Resident Permit              | Provided by the Company free of cost   |
| 10  | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11  | Water & Electricity          | Provided by the Company  |
| 12  | Food                         | Provided by the Company  |
| 13  | Medical Insurance            | Provided by the Company  |
| 14  | Transportation (Bus)         | Provided by the Company  |
| 15  | Uniforms, Helmet and Shoes   | Provided by the Company  |
| 16  | Annual Leave                 | 30 days  |
| 17  | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18  | Other Terms & Conditions     | Provided by the Company as per Kuwait Labour Law   |

All other terms and conditions of the service shall be in accordance with State of the Kuwait Labor Law.

Yours truly,  
 For M/S. Gulf Engineering Co.  
 MS. Saleman Jaleel Jassem Al Shalhan  
**AUTHORIZED SIGNATORY**

**معرض أفكاري**  
**AFKARI EXPO COMPANY**  
 Date: 2<sup>nd</sup> Dec 2017

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No:751054/065, Maharajgunj-3, Kathmandu, Nepal  
 Tel:+977-1-4382095/4383350, Fax: +977-1-4383301

**Demand Letter**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of **M/S.AFKARY EXPO COMPANY / Presented by: Mr. AMER HAMAD AMER ALAJMI** AUTHORIZED SIGNATORY, KUWAIT at given terms and conditions:

| Sl#                       | Category                            | Qty        | Salary (KD.) |
|---------------------------|-------------------------------------|------------|--------------|
| 1                         | Cleaning Worker (Male)-(Indoor)     | 13         | 75           |
| 2                         | Cleaning Worker (Female)            | 10         | 75           |
| 3                         | Packing Worker (male)-(Indoor)      | 10         | 80           |
| 4                         | Packing Worker (Female)             | 10         | 80           |
| 5                         | Services Worker                     | 30         | 85           |
| 6                         | Over                                | 10         | 85           |
| 7                         | Tailor                              | 14         | 120          |
| 8                         | Carpenter                           | 15         | 90           |
| 9                         | Assistant Rack Coordinator (Male)   | 8          | 120          |
| 10                        | Assistant Rack Coordinator (Female) | 5          | 120          |
| <b>Total No. Required</b> |                                     | <b>133</b> |              |

**Terms & Conditions**

| Sl# | Terms                | Conditions   |
|-----|----------------------|--|
| 01  | Period of Employment | 2 years, renewable   |
| 02  | Service Charge       | Not provided by the company  |
| 03  | Visa                 | Visa charge will be borne by the company   |
| 04  | Place of Employment  | Kuwait   |
| 05  | Air Passage          | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours        | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time            | Provided by the company as per Kuwait Labour Law   |
| 08  | Probation Period     | 90 days from the date of entry into Kuwait   |
| 09  | Resident Permit      | Provided by the Company free of cost   |

**Limak Insaat Kuwait** شركة ليماك انساات الكويت  
**Limak**  
 Date: 25 September 2018

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No:751054/065, Maharajgunj-3, Kathmandu, Nepal  
 Tel:+977-1-4382095/4383350, Fax: +977-1-4383301

**Demand Letter**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of **M/S. LIMAK INSAAT KUWAIT S.P.C** at given terms and conditions:

| Sl#                       | Category            | Qty        | Salary (KD.) |
|---------------------------|---------------------|------------|--------------|
| 1                         | WELDER              | 130        | 95           |
| 2                         | ELECTRICIAN WORKER  | 20         | 95           |
| 3                         | LABOR SUPERVISOR    | 20         | 100          |
| 4                         | CARPENTER           | 30         | 95           |
| 5                         | IRON CUTTER         | 30         | 95           |
| 6                         | NORMAL LIGHT WORKER | 20         | 85           |
| 7                         | CONCRETE WORKER     | 20         | 95           |
| <b>Total No. Required</b> |                     | <b>270</b> |              |

**Terms & Conditions**

| Sl# | Terms                        | Conditions   |
|-----|------------------------------|--|
| 01  | Period of Employment         | 2 years, renewable   |
| 02  | Service Charge               | Not provided by the company  |
| 03  | Visa                         | Visa charge will be borne by the company   |
| 04  | Place of Employment          | Kuwait   |
| 05  | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours                | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08  | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09  | Resident Permit              | Provided by the Company free of cost   |
| 10  | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11  | Water & Electricity          | Provided by the Company  |
| 12  | Food                         | Provided by the Company  |
| 13  | Medical Insurance            | Provided by the Company  |
| 14  | Transportation (Bus)         | Provided by the Company  |
| 15  | Uniforms, Helmet and Shoes   | Provided by the Company  |
| 16  | Annual Leave                 | 30 days  |
| 17  | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18  | Other Terms & Conditions     | Provided by the Company as per Kuwait Labour Law   |

All other terms and conditions of the service shall be in accordance with State of the Kuwait Labor Law.

Yours truly,  
 For M/S DIP N DIP AL KUWAITIA RESTAURANT CO., KUWAIT  
 Mr. Abdulrahman Rashid Mohd. Alayoub  
**General Manager**

**dipndip** chocolate  
 Date: 16<sup>th</sup> Mar 2018

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No:751054/065, Maharajgunj-3, Kathmandu, Nepal  
 Tel:+977-1-4382095/4383350, Fax: +977-1-4383301

**Demand Letter**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of **M/S. DIP N DIP AL KUWAITIA RESTAURANT CO., KUWAIT** at given terms and conditions:

| Sl#                  | Category                             | Gender | Qty | Salary (KD.) |
|----------------------|--------------------------------------|--------|-----|--------------|
| 1.                   | Restaurant Labour ( Indoor Cleaner ) | Male   | 20  | 100,000      |
| 2.                   | Waiter                               | Male   | 40  | 100,000      |
| 3.                   | Light Driver                         | Male   | 4   | 120,000      |
| Visa for Returned 14 |                                      |        |     |              |

**Terms & Conditions**

| Sl# | Terms                        | Conditions   |
|-----|------------------------------|--|
| 01  | Period of Employment         | 2 years, renewable   |
| 02  | Service Charge               | Not provided by the company  |
| 03  | Visa                         | Visa Charge will be borne by the company   |
| 04  | Place of Employment          | Kuwait   |
| 05  | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours                | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08  | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09  | Resident Permit              | Provided by the Company free of cost   |
| 10  | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11  | Water & Electricity          | Provided by the Company  |
| 12  | Food                         | Provided by the Company  |
| 13  | Medical Insurance            | Provided by the Company  |
| 14  | Transportation (Bus)         | Provided by the Company  |
| 15  | Uniforms, Helmet and Shoes   | Provided by the Company  |
| 16  | Annual Leave                 | 30 days  |
| 17  | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18  | Other Terms & Conditions     | Provided by the Company as per Kuwait Labour Law   |

All other terms and conditions of the service shall be in accordance with State of the Kuwait Labor Law.

Yours truly,  
 For M/S DIP N DIP AL KUWAITIA RESTAURANT CO., KUWAIT  
 Mr. Abdulrahman Rashid Mohd. Alayoub  
**General Manager**



# DEMAND LETTERS

13<sup>th</sup> November 2017 Ref: HRD/Rec/17/1001

**S.K.M**  
شركة س.ك.م. للمهندسين والمقاولين  
S.K.M Air Conditioning LLC

TO: DUBAI OVERSEAS INTERNATIONAL PVT. LTD.  
LICENSE NO:751/064/048  
MAHARAJGUNG-3, KATHMANDU, NEPAL  
TEL:+977-1-4382005/4383355, FAX:+977-1-4383351

**DEMAND LETTER**

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S S.K.M AIR CONDITIONING LLC, SHARJAH, UNITED ARAB EMIRATES at given terms and conditions:

| S/N | Category                                | Qty | Salary (AED.) |
|-----|---|-----|---------------|
| 1.  | CENTRAL A/C EQUIPMENT MECHANIC - Helper | 10  | 900           |
| 2.  | REFRIGERATOR ASSEMBLER                  | 34  | 1500          |
| 3.  | CLEANING WORKER                         | 18  | 900           |
| 4.  | FORKLIFT DRIVER/OPERATOR                | 5   | 1500          |
| 5.  | ORDINARY LABOURER                       | 5   | 900           |

**Terms & Conditions**

| S/N | Terms                        | Conditions  |
|-----|------------------------------|---|
| 01  | Period of Employment         | 2 years, renewable  |
| 02  | Service Charge               | Not provided by the company   |
| 03  | Visa                         | Visa charge will be borne by the company  |
| 04  | Place of Employment          | U.A.E.  |
| 05  | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years. |
| 06  | Working Hours                | 8 hours per day, 8 days a week (48 hours per week)  |
| 07  | Over Time                    | Provided by the company as per U.A.E. Labour Law  |
| 08  | Probation Period             | 30 days from the date of entry into U.A.E.  |
| 09  | Resident Permit              | Provided by the Company free of cost  |
| 10  | Accommodation                | Free Bachelor Accommodation should be provided by the company   |
| 11  | Water & Electricity          | Provided by the Company   |
| 12  | Food                         | AED 240 per month Provided by the Company   |
| 13  | Medical / Insurance          | Provided by the Company   |
| 14  | Transportation (Bus)         | Provided by the Company   |
| 15  | Uniform, Helmet and Shoes    | Provided by the Company   |
| 16  | Annual Leave                 | 30 days   |
| 17  | Service Gratuity & Leave Pay | Provided by the Company as per U.A.E. Labour Law  |
| 18  | Other Terms & Conditions     | Provided by the Company as per U.A.E. Labour Law  |

Yours truly,  
For M/S S.K.M AIR CONDITIONING LLC, SHARJAH, UNITED ARAB EMIRATES

Head Office, Sharjah, U.A.E.  
PO Box: 6004  
Tel: +971 6 514 5333 | Fax: +971 6 514 5330  
Email: info@s.k.m.aec.com | www.s.k.m.aec.com

S.K.M Air Conditioning LLC

**RMB** INTERNATIONAL CONTRACTING LLC  
Diligence is what we believe...

Date: 10<sup>th</sup> June 2017

To: Dubai Overseas International Pvt. Ltd.  
License No: 751 / 064/048  
Maharajgunj-3, Kathmandu  
Nepal

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S. GBH International Contracting LLC at given terms and conditions:

| S# | Category             | Quantity | Salary (AED) |
|----|----------------------|----------|--------------|
| 1. | Construction Helpers | 25       | AED 900      |
| 2. | Cleaners             | 35       | AED 900      |
| 3. | Security Guard       | 30       | AED 2000     |

**Terms & Conditions**

| S# | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable                                 |
| 02 | Service Charge               | Not provided by the company                        |
| 03 | Visa                         | Visa charge will be borne by the company           |
| 04 | Place of Employment          | U.A.E.   |
| 05 | Air Passage                  | Return a ticket every 2 years                      |
| 06 | Working Hours                | 8 hours per day, 8 days a week (48 hours per week) |
| 07 | Over Time                    | As per U.A.E. Labour Law                           |
| 08 | Probation Period             | 30 days from the date of entry into U.A.E.         |
| 09 | Resident Permit              | Provided by the Company                            |
| 10 | Accommodation                | Provided by the Company                            |
| 11 | Water & Electricity          | Provided by the Company                            |
| 12 | Food                         | Provided by the Company                            |
| 13 | Medical / Insurance          | Provided by the Company                            |
| 14 | Transportation (Bus)         | Provided by the Company                            |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company                            |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | As per U.A.E. Labour Law                           |
| 18 | Other Terms & Conditions     | As per U.A.E. Labour Law                           |

Yours truly,  
For M/S GBH International Contracting LLC

Mr. Rajan Vankar  
Managing Director

PO Box: 10330 | T: +971 4 396 9807 | F: +971 4 396 9806  
P.O. Box: 48481 | T: +971 4 396 7608 | F: +971 4 396 7604  
www.gbhl.com

**QBG**

QBG Services LLC

Date: 17 Nov 2016

QBG Overseas International Pvt.Ltd.  
License No:751/064/005  
Maharajgunj-3, Kathmandu  
Tel: +977-1-4382005/4383355  
Fax: +977-1-4383351  
Nepal

**Demand Letter**

Dear Sir,

With reference to our Power of Attorney executed by us in your favor, we hereby request you to kindly supply the following category of manpower to work in our Company:

| S. No. | Category/Job Title | No. Of Workers | Monthly Basic Salary (AED) | Period of Contract | Working Hours | Holiday (per week) |
|--------|--------------------|----------------|----------------------------|--------------------|---------------|--------------------|
| 1.     | Cleaning Worker    | 100            | 900                        | 2 Years            | 8 Hours       | 1 Day              |

**Terms and Conditions**

Food: Provided by company  
Accommodation: Provided by Company  
Air passage: First time joining and returned ticket provided by company.  
Local transportation: Provided  
Medical insurance: Yes  
Workmen's Compensation Insurance: Insured by Company  
Employment Visa/Emirates ID: Provided at the cost of the Company  
Service charge: Company is not providing any service charge to Dubai Overseas International Pvt Ltd.

Other benefits such as annual leave, over time, etc. in accordance with the labor laws of UAE.  
Yours truly,  
For and behalf of QBG Services.

Signature and Seal of the company

QBG Services LLC

QBG Public Relation Manager (P.R.M.)  
P.O. Box: 10330 | T: +971 4 396 9807 | F: +971 4 396 9806  
P.O. Box: 48481 | T: +971 4 396 7608 | F: +971 4 396 7604  
www.qbg.com

**SAWAEED EMPLOYMENT L.L.C.**  
سوا عياد للتوظيف ذ.م.م.

Date: 15<sup>th</sup> December 2016

DUBAI OVERSEAS INTERNATIONAL PVT. LTD.  
Maharajgunj-3, Kathmandu, Nepal  
Tel No. +977-1-4382005, 4383355  
Fax No. +977-1-4383351  
License No. 751/064/048

Dear Sir,

We request you to recruit of excellent quality workers on our behalf the under mentioned categories of personnel under the following terms and conditions:

| S#                 | Category              | Quantity | Salary(AED) |
|--------------------|-----------------------|----------|-------------|
| 1                  | General Labourer      | 30       | 900         |
| 2                  | Shielding Carpenter   | 40       | 1500        |
| 3                  | Block Packer Mason    | 40       | 1500        |
| 4                  | Steel Fixer           | 40       | 1500        |
| 5                  | Reinforcing Carpenter | 30       | 1500        |
| 6                  | Concrete Board        | 30       | 1500        |
| 7                  | RoofMaker             | 30       | 1500        |
| <b>GRAND TOTAL</b> |                       |          | <b>800</b>  |

01 Food: Provided by Company  
02 Accommodation: Provided by Company  
03 Transportation: Provided by Company  
04 Working Hours: 8 hours/Day  
05 Working Days: 6 Days/Week  
06 Medical Insurance: Provided by Company  
07 IQAMA (Residential Permit): Provided by Company  
08 Contract Period: 2 years  
09 Over-time: Provided by Company  
10 Ticket: Free 2 Way Tickets Provided by Company  
11 Visa: Free Visa Provided by Company

All other Conditions of Services shall be in Accordance with U.A.E. Law.  
Sincerely,  
IN THE NAME AND BEHALF OF  
**SAWAEED EMPLOYMENT LLC**  
QAR-KAREEM KOLEKIC(DR)  
Public Relation Manager

SAWAEED EMPLOYMENT L.L.C.

P.O. Box : 70919 ABU DHABI U.A.E. | P.O. Box : 10330 | T: +971 4 396 9807 | F: +971 4 396 9806  
T: +971 2 5594444, Fax: +971 2 5594400 | P.O. Box: 48481 | T: +971 4 396 7608 | F: +971 4 396 7604  
Email: info@sawaeed.ae, info@sawaeedemployment.com | info@sawaeed.ae, info@sawaeedemployment.com  
www.sawaeed.ae, www.sawaeedemployment.com | www.sawaeed.ae, www.sawaeedemployment.com

# DEMAND LETTERS

ADNEC SERVICES LLC  
 ADNEC Services LLC  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

Date: 26th JAN 2012

To,  
 Dubai Overseas International P.L.L.C.  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of MIS ADNEC Services, Abu Dhabi, UAE at given terms and conditions:

| S.N. | Category         | Qty. | Salary (AED) |
|------|------------------|------|--------------|
| 1    | Cleaning Worker  | 45   | 1200.00      |
| 2    | Arabic Food Cook | 35   | 1800.00      |
| 3    | Walter           | 25   | 1200.00      |

**Terms & Conditions**

| S# | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable   |
| 02 | Service Charge               | Not provided by the company  |
| 03 | Visa                         | Visa charge will be borne by the company   |
| 04 | Place of Employment          | U.A.E.   |
| 05 | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of 90 days |
| 06 | Working Hours                | 8 hours per day, 5 days a week (48 hours per week)   |
| 07 | Over Time                    | Provided by the company as per U.A.E. Labour Law   |
| 08 | Probation Period             | 180 days from the date of entry into U.A.E.  |
| 09 | Resident Permit              | Provided by the Company free of cost   |
| 10 | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11 | Water & Electricity          | Provided by the Company  |
| 12 | Food                         | Provided by the Company  |
| 13 | Medical / Insurance          | Provided by the Company  |
| 14 | Transportation (Bus)         | Provided by the Company  |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | Provided by the Company as per U.A.E. Labour Law   |
| 18 | Other Terms & Conditions     | Provided by the Company as per U.A.E. Labour Law   |

Yours truly,  
 For MIS ADNEC Services, Abu Dhabi, UAE

ALBERT ABELA CO. SHJ. (L.L.C.)  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

Date: 10<sup>th</sup> DEC 2017

To,  
 Dubai Overseas International P.L.L.C.  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of MIS ALBERT ABELA, SHJ CO L.L.C., UAE at given terms and conditions:

| S.N. | Category       | Qty. | Salary (AED) |
|------|----------------|------|--------------|
| 1    | Camp Boss      | 10   | 1800 AED.    |
| 2    | Cook           | 20   | 1300 AED.    |
| 3    | Walter (Male)  | 20   | 1200 AED.    |
| 4    | Ass. Cook      | 40   | 1200 AED.    |
| 5    | Kitchen Helper | 20   | 1000 AED.    |
| 6    | Cleaner        | 30   | 900 AED.     |

**Terms & Conditions**

| S# | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable   |
| 02 | Service Charge               | Not provided by the company  |
| 03 | Visa                         | Visa charge will be borne by the company   |
| 04 | Place of Employment          | U.A.E.   |
| 05 | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of 90 days |
| 06 | Working Hours                | 8 hours per day, 5 days a week (48 hours per week)   |
| 07 | Over Time                    | Provided by the company as per U.A.E. Labour Law   |
| 08 | Probation Period             | 90 days from the date of entry into U.A.E.   |
| 09 | Resident Permit              | Provided by the Company free of cost   |
| 10 | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11 | Water & Electricity          | Provided by the Company  |
| 12 | Food                         | Provided by the Company  |
| 13 | Medical / Insurance          | Provided by the Company  |
| 14 | Transportation (Bus)         | Provided by the Company  |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | Provided by the Company as per U.A.E. Labour Law   |
| 18 | Other Terms & Conditions     | Provided by the Company as per U.A.E. Labour Law   |

Yours truly,  
 For MIS ALBERT ABELA, SHJ CO L.L.C., UAE

JUZUR CANARY RESTAURANT CO  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

Date: 03 October 2021

To,  
 Dubai Overseas International P.L.L.C.  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of MIS JUZUR CANARY RESTAURANT CO, at given terms and conditions:

| S# | Category                            | Qty. | Salary (KD.) |
|----|-------------------------------------|------|--------------|
| 1  | Kitchen Helper (10 Female/ 25 Male) | 35   | 90 KD        |

**Terms & Conditions**

| S# | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable   |
| 02 | Service Charge               | Not provided by the company  |
| 03 | Visa                         | Visa charge will be borne by the company   |
| 04 | Place of Employment          | Kuwait   |
| 05 | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of 90 days |
| 06 | Working Hours                | 8 hours per day, 5 days a week (48 hours per week)   |
| 07 | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08 | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09 | Resident Permit              | Provided by the Company free of cost   |
| 10 | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11 | Water & Electricity          | Provided by the Company  |
| 12 | Food                         | Provided by the Company  |
| 13 | Medical / Insurance          | Provided by the Company  |
| 14 | Transportation (Bus)         | Provided by the Company  |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18 | Other Terms & Conditions     | Provided by the Company as per Kuwait Labour Law   |

All other terms and conditions of the service shall be in accordance with State of the Kuwait Labor Law.

Yours truly,  
 For MIS JUZUR CANARY RESTAURANT CO,  
 MR. ABDULRAHMAN NABER SAUD ALSALEH  
 AUTHORIZED SIGNATORY

REDX INDUSTRIES  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

Date: 20/10/2017

To,  
 Dubai Overseas International P.L.L.C.  
 License No: 791064065  
 Maharaajung-3, Kathmandu, Nepal  
 Tel: +977-1-4382095/4383350  
 Fax: +977-1-4383351

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of MIS REDX INDUSTRIES CO. W.L.L.(CR NO.73162, Address: Bldg. 1218, Road : 6524, Block : 666) , BAHRAIN at given terms and conditions:

| S# | Category     | Qty. | Salary (BD.) |
|----|--------------|------|--------------|
| 1  | HELPER       | 10   | BD.150       |
| 2  | HEAVY DRIVER | 25   | BD.150       |
| 3  | OPERATOR     | 5    | BD.180       |

**Terms & Conditions**

| S# | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable   |
| 02 | Service Charge               | Not provided by the company  |
| 03 | Visa                         | Visa charge will be borne by the company   |
| 04 | Place of Employment          | Bahrain  |
| 05 | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of 90 days |
| 06 | Working Hours                | 8 hours per day, 5 days a week (48 hours per week)   |
| 07 | Over Time                    | Provided by the company as per Bahrain Labour Law  |
| 08 | Probation Period             | 90 days from the date of entry into Bahrain  |
| 09 | Resident Permit              | Provided by the Company free of cost   |
| 10 | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11 | Water & Electricity          | Provided by the Company  |
| 12 | Food                         | Provided by the Company  |
| 13 | Medical / Insurance          | Provided by the Company  |
| 14 | Transportation (Bus)         | Provided by the Company  |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | Provided by the Company as per Bahrain Labour Law  |
| 18 | Other Terms & Conditions     | Provided by the Company as per Bahrain Labour Law  |

Yours truly,  
 For MIS REDX INDUSTRIES CO. W.L.L., BAHRAIN



# DEMAND LETTERS



شركة الغاز  
Doha - Qatar  
P.O. Box 15142 K.P.C.283  
Basundhara, Kathmandu, Nepal  
Tel Nos.: 89977 1 4359965 / 4362973  
Fax No.: 89977 1 4353733

15<sup>th</sup> Dec 2017

**DEMAND LETTER**

With Reference to the Power of Attorney executed by us in your favor of Dubai Overseas International Pvt. Ltd andy request you to supply us the following Manpower to work in our organization.

| SN | Category                    | Qty. | Salary  | Working Hrs. | Qualification         | Language Known                       | Work Experience               |
|----|-----------------------------|------|---------|--------------|-----------------------|--------------------------------------|-------------------------------|
| 1  | Guard                       | 200  | 1500-QR | 8 Hrs.       | SUC Passed I.A Permit | Good English (read, write and speak) | At least 2 Year in this field |
| 2  | General Cleaner Worker/Male | 100  | 900-QR  | 8 Hrs.       | High School           | English (knows)                      |                               |

**TERMS:**

- Salary mentioned above.
- Validity the contract will be for two years.
- Two years Renewable Contract.
- 3 months' probation period.
- Free accommodation furnished with facilities provided by the company.
- Transport from the residence to the place of work and back to residence will be provided by the company
- Free Food will be provided by Company.
- Joining Air ticket and return ticket will be provided by the company after the completion of the two yrs.
- Working Hour will be 8 hours per day and 48 hours per week.
- Residence Permit applied by the Candidate upon of cost.
- VISA & Ticket Free from the company.
- Service charges and other expenses in Qatar will be borne by Dubai Overseas International Pvt. Ltd
- All other terms and conditions as per Qatar labor law

Yours Sincerely,  
**DR. SAUD AL HAIDER**  
 CEO  
 GAS QATAR



Securing Your World




شركة الربيع  
الصيانة والصيانة والعمارة  
For Maintenance, Services & Contg. Co.

Date: 24 JAN 2017

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No: 781064065  
 Maharajgunj-3, Kathmandu  
 Tel:+977-1-4382096/4382350  
 Fax: +977-1-4382351  
 Nepal

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S.SPRING FOR MAINTENANCE, SERVICES & CONTO.CO, QATAR at given terms and conditions:

| Sl# | Category                  | Qty | Salary (QR) |
|-----|---------------------------|-----|-------------|
| 1   | LABOUR                    | 40  | QR 800      |
| 2   | HELPER                    | 40  | QR 800      |
| 3   | MAISON                    | 40  | QR 1100     |
| 4   | PAINTER                   | 40  | QR 1100     |
| 5   | ELECTRICIAN               | 40  | QR 1100     |
| 6   | ETHEL FIVER               | 40  | QR 1100     |
| 7   | AUTO MECHANIC ALL BOUNDER | 50  | QR 1600     |
| 8   | HEAVY DRIVER              | 10  | QR 1600     |

**Terms & Conditions**

| Sl# | Terms                | Conditions   |
|-----|----------------------|--|
| 01  | Period of Employment | 2 years, renewable   |
| 02  | Service Charge       | Not provided by the company  |
| 03  | Visa                 | Visa charge will be borne by the company   |
| 04  | Place of Employment  | Qatar  |
| 05  | Air Passage          | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours        | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time            | Provided by the company as per Qatar Labour Law  |
| 08  | Probation Period     | 90 days from the date of entry into Qatar  |
| 09  | Residence Permit     | Provided by the Company free of cost   |
| 10  | Accommodation        | Free Bachelor Accommodation should be provided by the company  |

Tel.: (+974) 4486 4286 - Fax: (+974) 4486 4296 - C.R. No. 25424, P.O. Box 9096, Doha - Qatar  
 E-mail: info@springqatar.com - springqatar@gmail.com  
 www.springqatar.com



شركة الكويت للصناعات البترولية  
والخدمات النفطية K.I.S.C  
P.O. Box: 2495, Doha, Kuwait 12008  
Tel: 2497587 - 2497582 - 2497483  
Fax: 2497587 - Qatar: 79953 Kuwait  
Website: www.kisc.com

Date: 24 Dec 2017

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No:781064065, Maharajgunj-3, Kathmandu, Nepal  
 Tel:+977-1-4382096/4382350, Fax: +977-1-4382351

**Demand Letter**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S. KUWAIT PIPE INDUSTRIES & OIL SERVICES CO. (K.I.S.C) at given terms and conditions:

| Sl# | Category           | Qty | Salary (KD.) |
|-----|--------------------|-----|--------------|
| 1   | Crane Worker       | 8   | 180 (KD.)    |
| 2   | Weld Worker        | 20  | 170 (KD.)    |
| 3   | Electrical Worker  | 20  | 180 (KD.)    |
| 4   | Drilling Worker    | 20  | 180 (KD.)    |
| 5   | Heavy Truck Driver | 20  | 180 (KD.)    |
| 6   | production worker  | 12  | 80 (KD.)     |
| 7   | Pipes Fitter       | 20  | 120 (KD.)    |
| 8   | A/C Technicians    | 4   | 180 (KD.)    |

**Terms & Conditions**

| Sl# | Terms                        | Conditions   |
|-----|------------------------------|--|
| 01  | Period of Employment         | 2 years, renewable   |
| 02  | Service Charge               | Not provided by the company  |
| 03  | Visa                         | Visa charge will be borne by the company   |
| 04  | Place of Employment          | Kuwait   |
| 05  | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours                | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08  | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09  | Residence Permit             | Provided by the Company free of cost   |
| 10  | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11  | Water & Electricity          | Provided by the Company  |
| 12  | Food                         | Provided by the Company  |
| 13  | Medical Insurance            | Provided by the Company or for 200month an site  |
| 14  | Transportation (Bus)         | Provided by the Company  |
| 15  | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16  | Annual Leave                 | 30 days  |
| 17  | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18  | Other Terms & Conditions     | Provided by the Company as per Kuwait Labour Law   |

Yours truly,  
 For M/S. HAIDER SALEH AL-HAIDER AND PARTNER CO.



By: HAIDER SALEH AL-HAIDER  
 Attested by the Embassy of Kuwait  
 Riyadh, Kingdom of Saudi Arabia  
 Signature: [Signature]  
 Public Deputy Chief of Mission  
 Date: 01 JAN 2018



شركة حيدر صالح آل حيدر وشريكه  
Haider Saleh Al-Haider and Partner Co.  
P.O. Box: 2495, Doha, Kuwait 12008  
Tel: 2497587 - 2497582 - 2497483  
Fax: 2497587 - Qatar: 79953 Kuwait  
Website: www.kisc.com

Date: 24 Dec 2017

To,  
 Dubai Overseas International Pvt.Ltd.  
 License No:781064065, Maharajgunj-3, Kathmandu, Nepal  
 Tel:+977-1-4382096/4382350, Fax: +977-1-4382351

**Demand Letter**

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S. HAIDER SALEH AL-HAIDER AND PARTNER CO. at given terms and conditions:

| Sl# | Category | Qty | Salary (K.R.) |
|-----|----------|-----|---------------|
| 1   | LABOUR   | 20  | 900 K.R.      |

**Terms & Conditions**

| Sl# | Terms                        | Conditions   |
|-----|------------------------------|--|
| 01  | Period of Employment         | 2 years, renewable   |
| 02  | Service Charge               | Not provided by the company  |
| 03  | Visa                         | Visa charge will be borne by the company   |
| 04  | Place of Employment          | Saudi  |
| 05  | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06  | Working Hours                | 8 hours per day, 6 days a week (48 hours per week)   |
| 07  | Over Time                    | Provided by the company as per Saudi Labour Law  |
| 08  | Probation Period             | 90 days from the date of entry into Saudi  |
| 09  | Residence Permit             | Provided by the Company free of cost   |
| 10  | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11  | Water & Electricity          | Provided by the Company  |
| 12  | Food                         | Provided by the Company or for 200month an site  |
| 13  | Medical Insurance            | Provided by the Company  |
| 14  | Transportation (Bus)         | Provided by the Company  |
| 15  | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16  | Annual Leave                 | 30 days  |
| 17  | Service Gratuity & Leave Pay | Provided by the Company as per Saudi Labour Law  |
| 18  | Other Terms & Conditions     | Provided by the Company as per Saudi Labour Law  |

Yours truly,  
 For M/S. HAIDER SALEH AL-HAIDER AND PARTNER CO.



By: HAIDER SALEH AL-HAIDER  
 Attested by the Embassy of Kuwait  
 Riyadh, Kingdom of Saudi Arabia  
 Signature: [Signature]  
 Public Deputy Chief of Mission  
 Date: 01 JAN 2018

# DEMAND LETTERS

**مدرسة الأمل الهندية**  
**AL AMAL INDIAN SCHOOL**  
SALMIYA - KUWAIT

Date: 13 October 2021

To Whom It May Concerns

Dubai Overseas International Pvt.Ltd  
License No:751064/05, Mahangung-3, Kathmandu, Nepal  
Tel:+977-1-4382095/4383350, Fax: +977-1-4383351

**Demand Letter**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S. Al-Amal Indian School, at given terms and conditions:

| Sl | Category                | Qty | Salary (K.D.) |
|----|-------------------------|-----|---------------|
| 1  | Female Cleaning Workers | 30  | 85 KD         |
| 2  | Drivers                 | 15  | 135 KD        |
| 3  | Male Teachers           | 15  | 300 KD        |
| 4  | Female Teachers         | 30  | 300 KD        |

Visa No. Request: 90

**Terms & Conditions**

| Sl | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable   |
| 02 | Service Charge               | Not provided by the company  |
| 03 | Visa                         | Visa charge will be borne by the company   |
| 04 | Place of Employment          | Kuwait   |
| 05 | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06 | Working Hours                | 8 hours per day, 5 days a week (144 hours per week)  |
| 07 | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08 | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09 | Resident Permit              | Provided by the Company free of cost   |
| 10 | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11 | Water & Electricity          | Provided by the Company  |
| 12 | Food                         | Provided by the Company  |
| 13 | Medical / Insurance          | Provided by the Company  |
| 14 | Transportation (Bus)         | Provided by the Company  |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18 | Other Terms & Conditions     | Provided by the Company as per KUWAIT LABOUR LAW   |

All other terms and conditions of the service shall be in accordance with State of the Kuwait Labor Law.

Yours truly,  
For M/S. Al-Amal Indian School,  
MR. AMIR ABDULHAMEED HASAN ALSAYEED  
AUTHORIZED SIGNATORY

**INFOTECH**  
FOR EMPLOYMENT SOLUTIONS

Date: 05/09/2021

M/S. Dubai Overseas International Pvt. Ltd.  
License No. 751064/05  
Mahangung-3, Kathmandu, Nepal  
Tel: +977-1-4382095/4383351  
Fax: +977-1-4383351

**Demand Letter**

Dear Sir,

With reference to our Power of Attorney executed by us in your favor, we hereby request you to kindly supply the following category of manpower to work in our company:

| Sl | Category/Job Title     | No of Workers | Monthly Basic Salary | Period of Contract | Gender | Remarks |
|----|------------------------|---------------|----------------------|--------------------|--------|---------|
| 1  | Building Labourer      | 200           | 800                  | 2 Years            | MALE   |         |
| 2  | Steel Fixer            | 30            | 1200                 | 2 Years            | MALE   |         |
| 3  | Construction Carpenter | 30            | 1200                 | 2 Years            | MALE   |         |
|    | <b>Total</b>           | <b>260</b>    |                      |                    |        |         |

**Terms & Conditions:**

|   |  |
|---|--|
| 1. Food                                 | Provided by the company/ Minimum AED 300 per month |
| 2. Accommodation                        | Provided by the company                            |
| 3. Joining and return air ticket cost   | Provided by the company                            |
| 4. Visa, medical test, Emirates ID card | Provided by the company                            |
| 5. Working hours and shift              | 8 hours/ day and 6 days/ week                      |
| 6. Local Transportation                 | Provided by the company                            |
| 7. Medical Insurance                    | Provided by the company                            |
| 8. Worker's compensation insurance      | Insured by the company                             |
| 9. Service Charge                       | Not provided by the company                        |
| 10. Passport Cost only                  | Employee has the right to retain passport          |
| 11. Place of Employment                 | U.A.E  |
| 12. Annual Leave                        | 30 days  |
| 13. Probationary period                 | 90 days from the date of entry into U.A.E          |

All Other benefits such as annual leave, overtime, etc., in accordance with the labor laws of U.A.E.

For & on behalf of  
M/S INFOTECH FOR EMPLOYMENT - SOLE PROPRIETORSHIP LLC

AUTHORIZED SIGNATORY

**Reem Emirates Aluminium L.L.C.**

Date: 03.07.2019

M/S. Dubai Overseas International Pvt Ltd  
License No: 751064/05  
Mahangung-3, Kathmandu, Nepal  
Tel: +977-1-4382095/4383350  
Fax: +977-1-4383351

**Demand Letter**

Dear Sir,

With reference to our Power of Attorney executed by us in your favor, we hereby request you to kindly supply the following category of manpower to work in our company:

| Sl | Category/Job Title | No of Workers | Monthly Basic Salary | Period of Contract | Gender | Remarks |
|----|--------------------|---------------|----------------------|--------------------|--------|---------|
| 1  | Helper             | 100           | 800                  | 2 years            | Male   |         |

**Terms & Conditions:**

|   |  |
|---|--|
| 1. Food                                 | Provided by the company/ Minimum AED 300 as food allowance |
| 2. Accommodation                        | Provided by the company                                    |
| 3. Joining and return air ticket cost   | Provided by the company                                    |
| 4. Visa, medical test, Emirates ID card | Provided by the company                                    |
| 5. Working hours and shift              | 8 hours/ day and 5 days/ week                              |
| 6. Local Transportation                 | Provided by the company                                    |
| 7. Medical Insurance                    | Provided by the company                                    |
| 8. Worker's compensation insurance      | Insured by the company                                     |
| 9. Service Charge                       | Not provided by the company                                |
| 10. Passport Cost only                  | Employee has the right to retain passport                  |
| 11. Place of Employment                 | U.A.E  |
| 12. Annual Leave                        | 30 days  |
| 13. Probationary period                 | 90 days from the date of entry into U.A.E                  |

All Other benefits such as annual leave, overtime, etc., in accordance with the labor laws of U.A.E.

Yours truly,  
For & on behalf of,  
M/S Reem Emirates Aluminium L.L.C.

Member United Number: 246373  
Authorization Certificate No: ES  
The Chamber hereby attests, without prejudice that  
NASER ALI NASER SHAKH AL MARZOOGI  
has duly signed the document in his mentioned capacity  
Attention Date: 17/07/2019

**TROLLEY**

Date: 01-09-2021

**TO WHOM IT MAY CONCERN**

Dear Sir,

This is to request you to select and recruit the below mentioned categories of workers on behalf of M/S. TROLLEY GENERAL TRADING COMPANY, at given terms and conditions:

| Sl | Category       | Qty | Salary (K.D.) |
|----|----------------|-----|---------------|
| 1  | Salesman       | 120 | 140           |
| 2  | Barista (Male) | 60  | 140           |

**Terms & Conditions**

| Sl | Terms                        | Conditions   |
|----|------------------------------|--|
| 01 | Period of Employment         | 2 years, renewable   |
| 02 | Service Charge               | Not provided by the company  |
| 03 | Visa                         | Visa charge will be borne by the company   |
| 04 | Place of Employment          | Kuwait   |
| 05 | Air Passage                  | For joining the company for the first time and Up & Down Air Ticket will be provided after the completion of two years |
| 06 | Working Hours                | 8 hours per day, 5 days a week (144 hours per week)  |
| 07 | Over Time                    | Provided by the company as per Kuwait Labour Law   |
| 08 | Probation Period             | 90 days from the date of entry into Kuwait   |
| 09 | Resident Permit              | Provided by the Company free of cost   |
| 10 | Accommodation                | Free Bachelor Accommodation should be provided by the company  |
| 11 | Water & Electricity          | Provided by the Company  |
| 12 | Food                         | Provided by the Company  |
| 13 | Medical / Insurance          | Provided by the Company  |
| 14 | Transportation (Bus)         | Provided by the Company  |
| 15 | Uniform, Helmet and Shoes    | Provided by the Company  |
| 16 | Annual Leave                 | 30 days  |
| 17 | Service Gratuity & Leave Pay | Provided by the Company as per Kuwait Labour Law   |
| 18 | Other Terms & Conditions     | Provided by the Company as per KUWAIT LABOUR LAW   |

All other terms and conditions of the service shall be in accordance with State of the Kuwait Labor Law.

Yours truly,  
For M/S. TROLLEY GENERAL TRADING COMPANY  
MR. MOHAMMAD YACQUB ABDULLAH BOODI  
AUTHORIZED SIGNATORY

Govt. License No.: 751/064/065



## **Dubai Overseas International Pvt. Ltd.**

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