



Govt. Lic. No.: 1156/073/074



Tokha-10, Samakhushi, Kathmandu, Nepal

Telephone: +997-1-4963403, 4957683

Email: srknepal@gmail.com, info@srknepal.com.np

Website: www.srknepal.com.np



INTRODUCTION

We are glad to introduce ourselves SRK Overseas Nepal Pvt. Ltd. in the field of manpower recruiting companies in Nepal, with enrich experience in the local and foreign markets we are found to be most specific and the reliable with its expert team, its collaboration, its formation, and as a whole, its vision to look after why foreign employment is so vital for today's generation.

We have established Public Relation Desk, Help Desk, Quarries Desk that address to the people directly. Our Website helps the clients abroad to know about us and Nepalese workers. Likewise, management is always eager to deal on the different issues with clients. As our success is closely related with our well-wisher, clients and the employee candidate we are always ready to co-ordinate with deep respect and responsibility. With experience of many years in the best Manpower from Nepal, I want to assure for quality services.

نحضر نحن شركة SRK Nepal Pvt. Ltd. للتوظيف في التعامل معكم كما أنتا نشكر جميع عملاءنا على المستوى المحلي والعالمي الذين وثقوا فينا وهذا يكفي وبما أنتا تملك الإمكانيات لقد بنينا لأنفسنا سمعة مدحمة بالتعاون والخدمات التي تلقي قبول العملاء كما أنتا نمد وندعم عملاءنا بالعمالة المطلوبة ونستخدم في ذلك طرق توظيف احترافية من شأنها أن تستهدف عماله مهرة لديهم معرفة في كلا اللغتين الهندية والإنجليزية بوقت قياسي.

تستطيع أن تتواصل معنا للحصول على أي معلومات في اي يوم عمل.

ننضرف بتقديمنا لكم نحن شركة C.S.R.K من نيبال في مجال التوظيف والشركات لدينا خبرة كبيرة جدا في الأسواق الأوروبية والمحلية حيث أنه تأسستنا لنعمل في إحترافية وتعاون على أساس ورؤية مستقبلية تعنى بإحتياجات التوظيف الحيوية والتي تلائم أجيال اليوم.

أنشأنا مكتب للعلاقات العامة لتقديم المساعدات والرد على الإستفسارات بشكل مباشر، يخدم موقعنا جميع العملاء بالخارج ، لكي يتعرف على طبيعة العمالة النيبالية، كما تبدو مقدرة الإدارة في التعامل مع شتى الموضوعات الخاصة بالعملاء كما أن نجاحنا مرتبط بالغاية لإرضاء العملاء والمرشحين ، نحن دائماً جاهزون للتنسيق والتعاون متحملين المسؤولية في إطار الاحترام ، وكما قلنا لدينا خبرة لأعوام عديدة في سوق التوظيف النيبالي ونضمن لكم خدمات جيدة.

WORDS FROM MANAGING DIRECTOR



'SRK Overseas Nepal Pvt. Ltd.' takes pride in being the leading vendor of outsourced manpower and wants to humbly thank all its national and international associates and clients, who trusted us enough to make this possible.

Having ingenious quality, we built a glorious reputation providing a total co-operations & services to our valued & respected clients promptly, efficiently, and providing more workers as required by the principal. We always keep our client's interest in the highest priority in order to place the workers. We used to recruit manpower as professionals, Highly Skilled, Skilled, Semi-Skilled, Unskilled workers having knowledge of English & Hindi speaking within shortest possible time as required.

You may contact us on any business day for any inquisition regarding the further information about our organization and services.

Best regards,

نفخر نحن شركة SRK Nepal Pvt. Ltd. للتوظيف في التعامل معكم كما أنتنا نشكر جميع عملاءنا على المستوى المحلي والعالمي الذين وثقوا فينا وهذا يكفي فيما أنتنا تملك الإمكانيات لقد بنينا لأنفسنا سمعة مدعمة بالتعاون والخدمات التي تلقي قبول العمالء كما أنتنا نمد وندعم عملاءنا بالعمالة المطلوبة ونستخدم في ذلك طرق توظيف إحترافية من شأنها أن تستهدف عمالء مهرة لديهم معرفة في كلا اللغتين الهندية والإنجليزية بوقت قياسي.

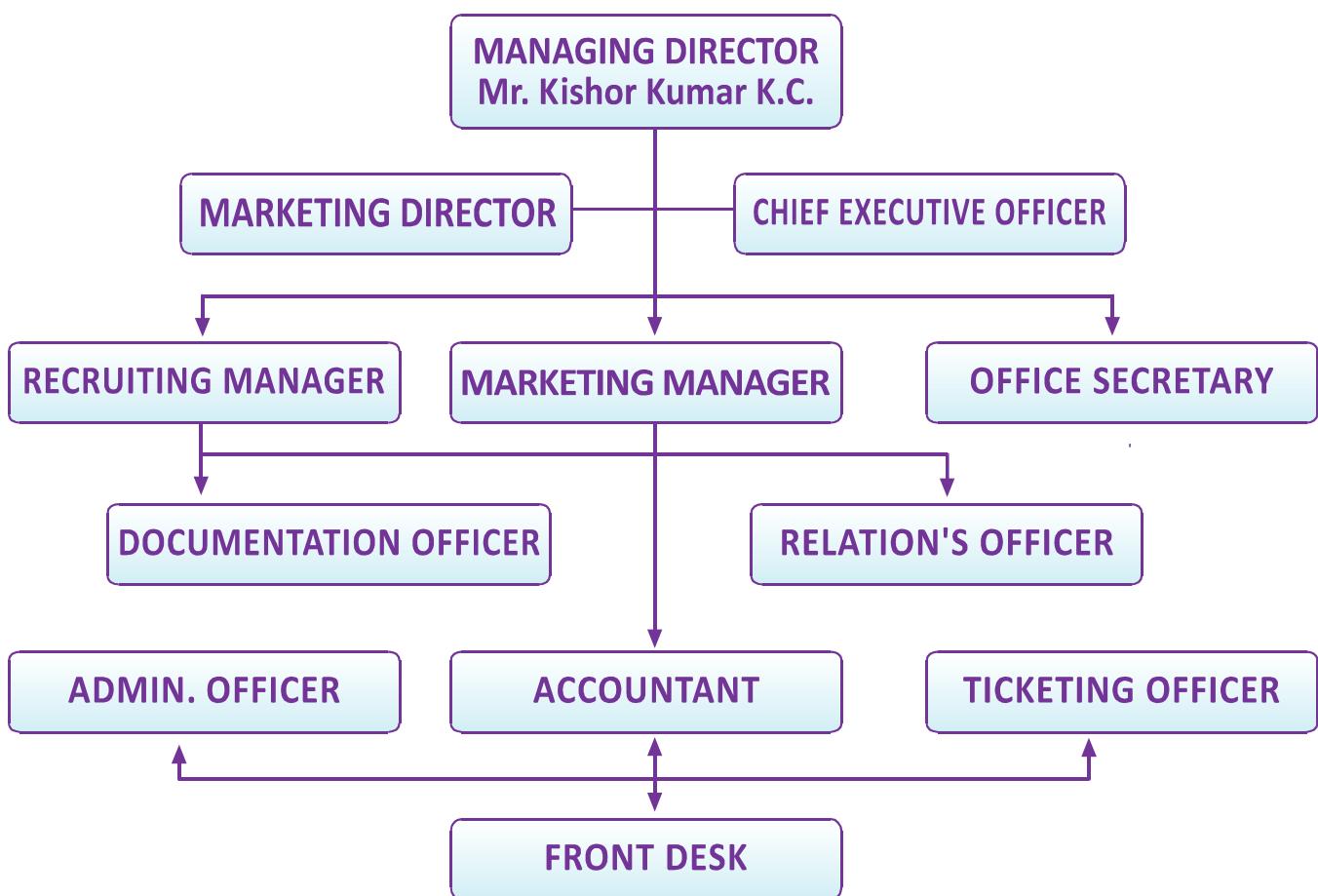
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COMPANY PROFILE & CHART

Name of Company : **SRK Overseas Nepal Pvt. Ltd.**
Founder Member : Kishor Kumar K.C., Managing Director
Address : Tokha-10, Samakhushi, Kathmandu, Nepal
Mobile : +977 9851078872 (Nepal), + 965 92253538 (Kuwait)
Telephone : +997-1- 4963403, 4957683
Email : srknepal@gmail.com, info@srknepal.com.np
Website : www.srknepal.com.np
Govt. Licence No. : 1156/073/074
Company Regd. No : 164110/073/074
PAN No. : 605994379
Working Countries : Kuwait, Malaysia, Qatar, U.A.E., Saudi Arabira, Oman, Baharin, Macau, Isreal, Japan, South Korea



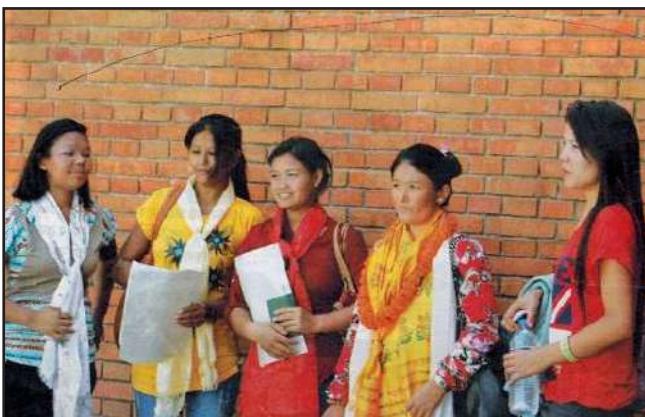
GALLERY



GALLERY



GALLERY



REQUIRED DOCUMENTS

The following documents duly attested by the concerned authorities, are requited for employers:

Demand Letter

Demand letter refers the detail of essential things related to the job categories, salary structure, no. of workers, the job categories, food, accommodation, insurance of the workers, transportation facility and the demand letter has to address the SRK Overseas Nepal (P.) Ltd. Demand letter has to be attested from the chamber of Commerce or Ministry of Foreign Affairs of the concern country and has to bear the company seal and authorized sign.

Power of Attorney

Power of Attorney gives the legal conformation to SRK Overseas Nepal (P.) Ltd., Lic no. 1156/073/074 to act on the behalf of the employer company. Power of Attorney has to be attested from the chamber of Commerce or Ministry of Foreign Affairs of the concern country and has to bear the company seal and authorized sign.

Employment Contract

This agreement has to be provided by the employing company to SRK Overseas Nepal (P.) Ltd. stating clearly and precisely all the terms and conditions regarding individual worker as per the demand letter. This contract has to bear the company seal and signed by the authorized person.

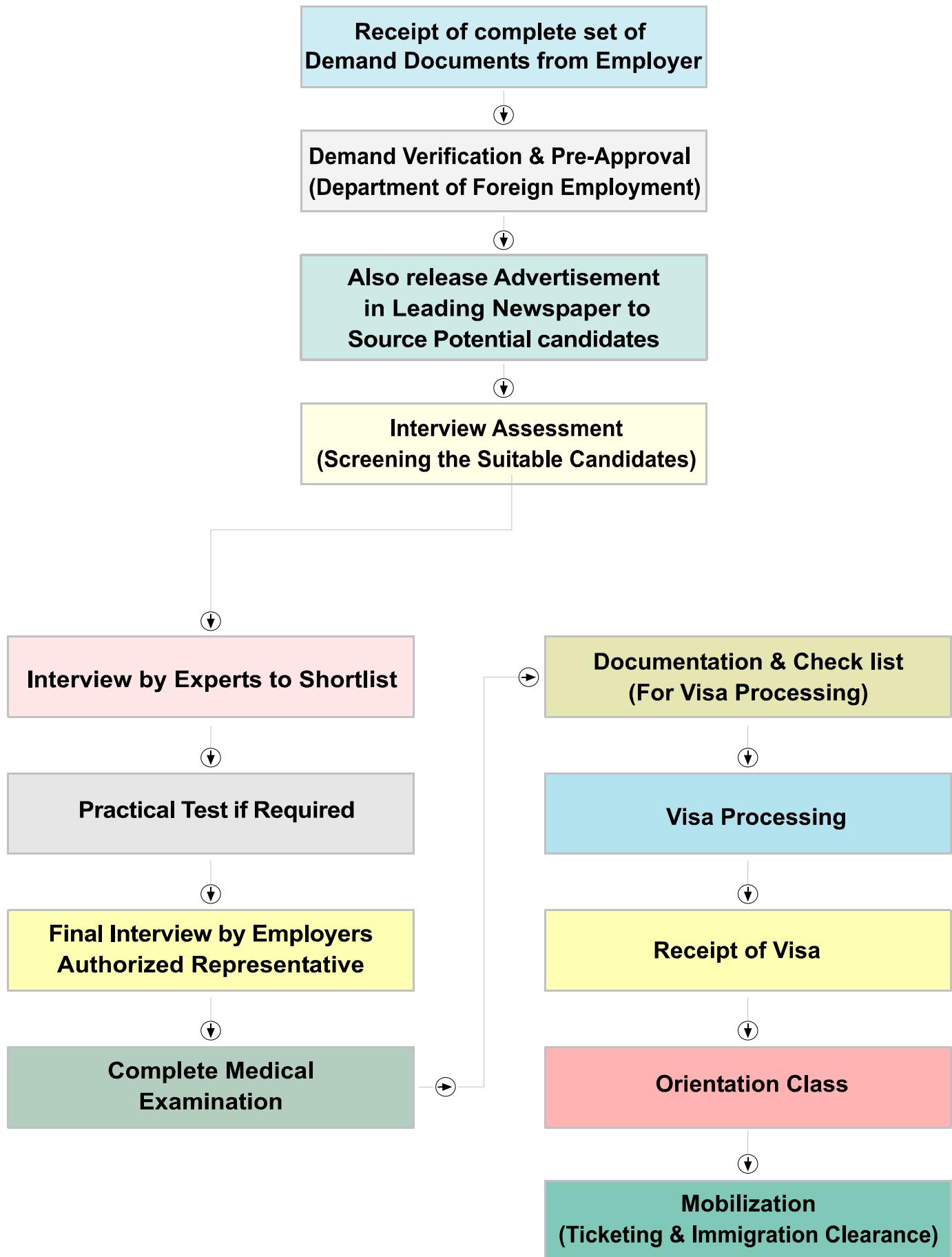
Service Agreement

This agreement paper should be provided by the employing company to the SRK Overseas Nepal (P.) Ltd. and has to bear the company seal and authorized signature. This is the mutual agreement between the employing company and the recruiting company of Nepal.

Guarantee Letter

This is the assurance letter from the employing company regarding the employee and their all round care up. Guarantee letter has to be attested from the chamber of Commerce or Ministry of Foreign Affairs of the concern country and has to bear the company seal and authorized sign.

RECRUITMENT PROCEDURE



CATEGORIES WE PROVIDE

Unskilled/Semi-skilled

Labourer / Helper / Cleaner
 Technical Labour
 Agricultural Labourer / Farmer
 Gardener
 Security Guard / Lifeguard
 Laundryman / Washerman
 Barber
 Butcher

غير ماهرة / شبه ماهرة
 عامل / عادي خفيف / عامل نظافة

عامل فني
 عامل زراعي / مزارع
 بستاني
 حارس أمن / منقذ سباحة
 عامل مصبغة / عامل غسيل
 جزار
 حلاق

Skilled

AC Mechanic
 Binder
 Bar Bender
 Blaster
 Carpenter
 Cable Jointer
 Crane Operator
 Decorator
 Denter
 Die Maker
 Diesel Mechanic
 Driver (Light Duty)
 Driver (Heavy Duty)
 Drilling Worker
 Electrician
 Fabricator

ماهرة
 فني تركيبات

كبير عمال
 قاطع الغاز
 عامل مطحنة
 مشغل معدات ثقيلة
 عازل
 عامل مخرطة
 حداد
 بناء
 ميكانيكي
 سباك
 صباغ
 حفار
 عامل سقالة
 أمين مخزن
 فني تركيبات حديدية
 مشرف
 خياط
 فني / مشغل ماكينة
 فني
 فني تركيبات بلاط
 خراط
 عامل بالتجنيد / مطرز
 لحام



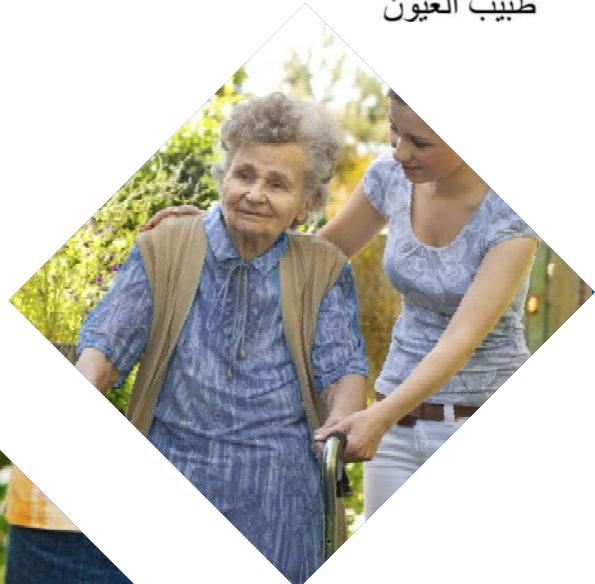
CATEGORIES WE PROVIDE

Medical Staff

- Pvt. Clinic/Hospital
- Nurse (B.Sc. Degree Holder)
- Nurse (Diploma Holder)
- Assistant Nurse
- (Certificate Course)
- Lab Technician
- X-Ray Technician
- Physiotherapist
- Ayurveda Therapist
- Optometrist

طاقم طبي عيادة / مستشفى خاص

- ممرض
- (حامل درجة البكالوريوس)
- ممرض (حامل الدبلوم)
- ممرض مساعد
- (دورة شهادة)
- فني مختبر
- معالج طبيعي
- فني أشعة
- معالج بالأيوورفيدا
- طبيب العيون



CATEGORIES WE PROVIDE

Hotel / Catering Staff

- Baker
- Chef de Cuisine
- Chef de Partie
- Confectioner
- Captain
- Cook I / Commis I
- Housekeeper / Supervisor
- Busboy/Bellboy/Teaboy
- Room Attendant
- Head Waiter
- Waiter / Waitress / Barman
- Steward

طاقم فندق / تجهيز غذائي

خباز
كبير الطهاة
طاه رئيس قسم
حلواني
كابتين

طباخ 1 / مساعد طباخ 1
عامل تدبير منزلي / مشرف
نادل / خادم فندق/عامل قهوى
خادم غرفة
رئيس سفرجي
سفرجي/سفرجية/معلم عصير
عامل تنظيف الأواني

Skilled

- Fitter
- Foreman
- Gas Cutter
- Grinder
- Heavy Equipment Operator
- Insulator
- Ironsmith
- Lathe Worker
- Mason
- Mechanic
- Plumber
- Painter
- Rigger
- Scaffolder
- Storekeeper
- Steel Fixer
- Supervisor
- Tailor
- Tech./Machine Operator
- Technician
- Tile Fixer
- Turner
- Upholsterer / Embroider
- Welder

ماهرة
فني تركيبات

كبير عمال

قاطع الغاز
عامل مطحنة
مشغل معدات ثقيلة

عازل

عامل مخرطة
حداد

بناء

ميكانيكي
سباك

صياغ
حفار

عامل سقالة
أمين مخزن

فني تركيبات حديدية
مشرف

خياط

فني / مشغل ماكينة
فني

فني تركيبات بلاط

خراط

عامل بالتجنيد / مطرز
لحام



CATEGORIES WE PROVIDE

Office Staff

- Accountant
- Administrative Assistant
- Clerk
- Cashier
- Computer Operator
- Receptionist
- Secretary
- Salesman/Buyer
- Office-boy



موظفو المكاتب

- محاسب
- مساعد إداري
- كاتب
- كاشير
- مشغل كمبيوتر
- موظف استقبال
- سكرتير
- بائع / مشترى
- فراش

عاملة منزليّة

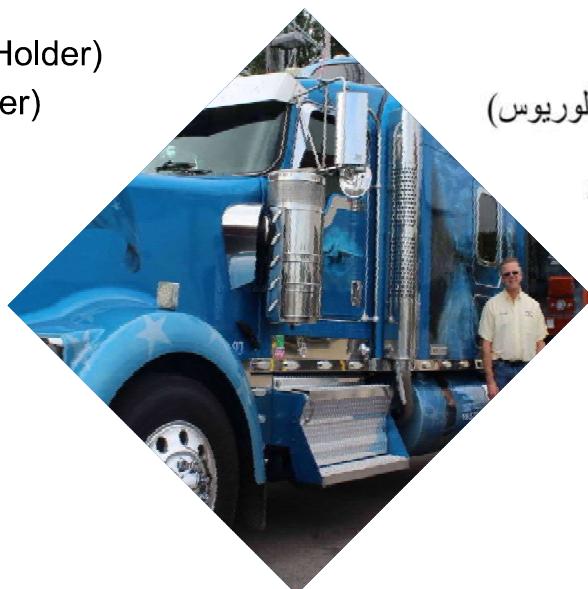
- House Maid
- House Cook
- Cook
- Driver

- عاملة منزليّة
- طباخ منزلي
- طباخ

Professionals

مهنيون

- Architect/Planner/Surveyor
- Surveyor II
- Auditor
- Computer Programmer
- Chartered Accountant
- Medical Doctor
- Veterinary Doctor
- Draughtsman
- Engineer (B.E. Degree Holder)
- Engineer (Diploma Holder)
- Geologist/Soil Specialist
- Graphic Designer
- Safety Officer I
- Teacher
- Manager
- Event Manager
- Coordinator



مهندس معماري / مخطط / مساح

مساح - 2

مدقق حسابات

مبرمج كمبيوتر

طبيب

محاسب قانوني

طبيب بيطري

رسام هندي

مهندس (حامل درجة البكالوريوس)

مهندس (حامل الدبلوم)

جيولوجي / إخصائي تربة

مصمم جرافيك

موظف سلامة - I

مدرس

مدير

مدير حفلات

منسق

SAMPLE OF DOCUMENTS

<p>COMPANY NAME & LOGO (COMPANY LETTER HEAD)</p> <p>Date :</p> <p>AGREEMENT</p> <p>The agreement is entered in between M/S. <u>Company Name & Address Details</u>. Commercial Registration No.(First Party) and M/S S.R.K. Nepal Pvt. Ltd., Samakhosi-29, Town Planning, Kathmandu, Nepal Ministry of Labour Registration No. 1156/073/074 (Second Party) on the following terms & Conditions in connection to the mobilization on Manpower in Nepal.</p> <p>1. The Second party agrees to deploy Total <u>Qty</u> Nepali worker as per Demand letter to the First Party.</p> <p>2. The First Party should provide the necessary documents like Demand Letter, Authorization, Employment Agreement Paper, etc. to the Second Party.</p> <p>3. The First Party should provide all the facilities mentioned in the Demand Letter to the workers throughout the contract period.</p> <p>4. The Second party will be responsible for all expenses in the following cases:</p> <ul style="list-style-type: none">a) Visas Expired.b) Workers provided are inefficient (within 3 months probation period).c) Workers are Medically Unfit to work (within 3 months). <p>5. Agreement will be in force since while signed by both parties and end with the three years contract period of the mobilized workers.</p> <p>6. All the other Terms & Conditions are as per the Labour Law of the concerned Country.</p> <p>7. The Company will provide the free visa & ticket and no service charge.</p> <p>The First Party Mr. (Designation)</p> <p>The Second Party Mr. Kishor Kumar K.C. (Managing Director)</p>	<p>COMPANY NAME & LOGO (COMPANY LETTER HEAD)</p> <p>DEMAND LETTER TO REGISTERED NEPAL RECRUITING AGENCY</p> <p>Date:</p> <p>To M/S, SRK Nepal Pvt Ltd Samakhosi-29, Town Planning Kathmandu, Nepal Tel. No. +977-1-4363403 Fax No. +977-1-4357683</p> <p>Ministry of Labour Registration No.: 1156/073/074</p> <p><u>Sub: Recruitment of Manpower from Nepal.</u></p> <p>Sir, We wish to recruit workers from Nepal for our M/S under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in <u>Country Name</u> are under.</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th>S. N.</th><th>Category/Designation</th><th>Qty.</th><th>Salary in</th></tr></thead><tbody><tr><td>1</td><td></td><td></td><td></td></tr><tr><td>2</td><td></td><td></td><td></td></tr></tbody></table> <p>Terms & Conditions</p> <ol style="list-style-type: none">1. The contract is for 2 years renewable. The worker will be on probation for 90 days and will be confirmed on successful completion of Probationary Period.2. The Company will provide the following to the workers at the company cost:<ul style="list-style-type: none">• Air Ticket one way on the Joining and one way on completion of the contract.• Free Air Conditioned bachelor accommodation.• Food or an allowance including the salary.• Transportation from residence to place of work and back.• Medical Facilities and worksite insurance.• Driving license (in case of Driver Category) – No deduction/recovery from salary of the workers will be affected by the company for the above.• Residence Permit for the period of the contract and for any renewed period, and any fine due to delay in obtaining such permit.3. Working hours will be 8 (Eight) hours per day for 5 (Six) consecutive days per week, with one day off. Overtime allowance will be paid for any additional hours at work in accordance with the Labour Law of <u>Country Name</u>.4. The worker shall entitle to a minimum of 30 days leave for every completed year of continuous service.5. The Passport of the worker, being the property Government of Nepal, shall not be confiscated by the employer under any circumstances. The Passport will be retained <p>RECRUITER DETAILS (ADDRESS)</p> <p>COMPANY NAME & LOGO (COMPANY LETTER HEAD)</p> <p>Date:</p> <p>To, The Director General Department of Foreign Employment Kathmandu, Nepal.</p> <p>Subject : Guarantee Letter</p> <p>Dear Sir/Madam,</p> <p>Please be informed that all the requirements according to Demand Letter issued in favor of M/S. S.R.K. Nepal Pvt. Ltd, Samakhosi-29, Town Planning, Kathmandu, Nepal Ministry of Labour Registration No. 1156/073/074, will be recruited under our company in <u>Country Name</u> and they shall not be redeployed in any third country and other company or sub-contractor. Fully secured, separate and safe accommodation will be provided for both male and female. In this regard for any assistance and help rendered to them would be highly appreciated.</p> <ul style="list-style-type: none">• The company will provide the free visa & Ticket.• No deduction from the salary of the workers will be affected by the company for the above. <p>Yours Faithfully,</p> <p>Mr. (Designation)</p>	S. N.	Category/Designation	Qty.	Salary in	1				2			
S. N.	Category/Designation	Qty.	Salary in										
1													
2													

SAMPLE OF DOCUMENTS

COMPANY NAME & LOGO (COMPANY LETTER HEAD)

Date :

AUTHORIZATION LETTER

This is to confirm that Mr. Owner Name of the M/S Company Name & Details do hereby nominate M/S S.R.K. Nepal Pvt. Ltd. Samakhosi-29, Town Planning, Kathmandu, Nepal Ministry of Labour Registration No. 1156/073/074, registered recruiting agency, to complete formalities concerning deposits of security, Registration fee, etc. the Protector of Emigrants, Government of Nepal and sign all the necessary documents required by the said office in connection with recruitment of QTY Personnel for service with the said company as well as to arrange their passport, passage, etc.

I hereby certify and undertake on behalf of my establishment that the employment contractors signed by the said M/S SRK Nepal Pvt. Ltd., Samakhosi-29, Town Planning, Kathmandu Nepal Ministry of Labour Registration No. 1156/073/074, will have the same validity and value as if they have been signed by the undersigned.

Mr.

(Designation)

COMPANY NAME & LOGO (COMPANY LETTER HEAD)

by the worker at all times and will be produced before the Embassy of Nepal, as and when called for.

6. In case of injury to the worker, the company shall forward the mortal remains of the worker to his/her country at the company's cost and settle all dues to the worker, in coordination with the Embassy of Nepal in Country Name.
7. In case of injury to the worker, the company will pay compensation to him/her in accordance with the Labour Law of Country Name.
8. The contract can be terminated by either the company or the worker before its expiry with a notice of two months in writing, in accordance with the provision of Labour Law of Country Name.
9. Any dispute between the company and the worker will be amicably settled in coordination with the Embassy of Nepal in Country Name. In Case any amicable settlement cannot be reached, the dispute shall be subjected to courts in Country Name.
10. The Company shall facilitate the worker to register with the Embassy of Nepal within one month of his/her arrival in Country Name.
11. The Company will provide the free visa & ticket.

Yours Faithfully,

Mr.

(Designation)

COMPANY NAME & LOGO (COMPANY LETTER HEAD)

State of Kuwait
Ministry of Social Affairs & Labour
Labour Department

EMPLOYMENT CONTRACT

On :
First Party : M/S.
Represented By :
Address :

Second Party :

Nationality : Nepali

Passport No. :

On the following:

A: First party is to employ the second party who agreed to work in the hub of AS Per Demand Letter

B: The Second Party receives as salary payable at the end of each month equivalent to As Per Demand Letter.

C: The Contract is applicable Two Years Period from the date of arrival.

D: The First Party may employ the Second Party in any of his establishments in the State of Country Name.

E: Special Conditions:

In addition to the provisions in the Labour Law of the private sector, both parties may include other labour privileges which would not contradict with the labour law and which would be beneficial to both parties (Employee-Employer). These privileges are (If any):-

1. To & From Air Ticket Free.
2. Accommodation & Transportation Fee.
3. Medical Facilities and Worksite Insurance.

F: Any Matter not state in this contract is subject to the terms of Country Name Labour Law No.

G: This contract is signed in triplicate each party will receive a copy and the third copy will be kept in the ministry of Social Affairs & Labour.

Translate in Arabic Language

.....
Second Party

WHY NEPALESE WORKER ?

Loyal:

Nepalese workers are well-known for their loyalty, our workers are faithful to the company they work for 100% commitment towards their work.

Wider Choice:

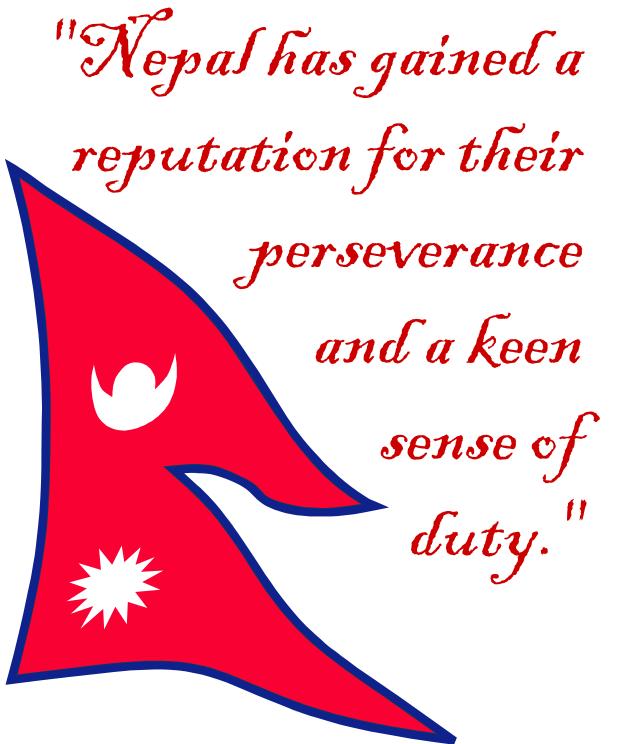
We have wider choice of workers available of skilled, semi-skilled and un-skilled in all the fields and vocations who are readily available for immediate placement.

Good Character:

They are renowned for their hard work, peace living, devoted to their duty and high sense of responsibility and discipline.

Adjustable:

Nepal has distinct environmental conditions, so Nepalese are easily adjustable in any climatic conditions. Hard working people are experienced working in extremely hot and cold temperature in country and abroad.



Cost Effective:

Nepalese workers are comparatively more cost effective and their hiring cost is lower as compared to other labour exporting countries.

Easy Procedure:

Procedure and formalities for recruiting Nepalese workers for overseas employment are simple.

Why Recruit Nepalese Workers ?

- ✓ Hard working and possess a strong will to succeed.
- ✓ Professional works ethics recognized globally. ?
- ✓ English speaking and imbued with good communication skills. ?
- ✓ Competent and many with skills and experience acquired while working overseas.
- ✓ Loyal to employers; Caring and compassionate to fellow workers.
- ✓ Possess a happy disposition and with a can-do attitude.
- ✓ Flexible and can easily adapt to a new work and cultural environment.
- ✓ Overseas employment is fully ingrained in national consciousness.

OUR CLIENTS



OUR CLIENTS



DEMAND LETTERS

Dolphin's
For Oil Services

Mob. : +965 6767 0111
Tel. : +965 2372 6405
Email : dolphin.kwt1@gmail.com

DEMAND LETTER

To: M/s. SRK NEPAL Pvt. Ltd. Date: 03/04/2018

License No: 1156/073/074
Samakhusi- 29, Kathmandu, Nepal.

Tel. No : 00977-1-4383403
Sub: Recruitment of Manpower From Nepal.

Sir,

We wish to recruit workers from Nepal for our M/s Dolphin Company under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

Terms & Conditions

S.NO.	Category/Designation	Quantity	Salary in KD/per-month
1	HEAVY DRIVER	30	160 KD
2	LIGHT DRIVER	20	120 KD
3	WATER TOWER DRIVER	5	140 KD
4	BUS DRIVER	5	160 KD
5	MAINTENANCE TECHNICIAN LABOUR	10	120 KD
6	TECHNICAL HELPER	20	100 KD
	TOTAL	80	

1. The Company the Contract is for 2 years. The worker will be on probation for 90 days and will be confirmed on successful completion of probationary period.

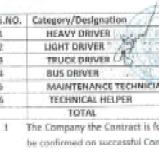
2. will provided the following to the workers at the company cost:

- Air ticket- joining and return on the completion of the contract.
- Free Air-condition bachelor Accommodation.
- Free Food.
- Transportation from residence to place of work and back.
- Medical Facilities and worksite Insurance.
- One month leave salary annually with pay, as per Kuwait labour law.

Residence permits for the period of this contract and for any renewed period and fine due to delay in obtaining such permit.

No deduction/recovery from the salary of the workers will be affected by the company for the above.

Page 1 of 2



Kuwait Mangaf - Block 4 - Complex 23 - Office No. 21

Seashell Jula's
HOTEL & RESTAURANT

DEMAND LETTER TO REGISTERED NEPALI RECRUITING AGENCY

To: M/s. S.R.K. Nepal Pvt. Ltd. Date: 01/11/2017

Samakhusi-29, Town Planning, Kathmandu, Nepal.

Tel: +977-1-4363403
Fax: +977-1-4357683

Ministry of Labour Registration No: 1136/073/074

Sub: Recruitment of Manpower From Nepal.

Sir,

We wish to recruit workers from Nepal for our M/s Seashell Jula's Hotel & Resort under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

No.	Category/Designation	Qty.	Salary in KD/PM.
1	Housekeeping	18	80 KD
2	Asst. Waitress	7	100 KD
	Total	25	

Terms & Conditions

1. The Contract is for 2 (two) years. The worker will be on probation for 100 days and will be confirmed on successful completion of probationary period.

2. The company will be provided the following to the workers at the Company Cost:

- Air ticket: one way on the joining and one way on completion of the contract.
- Free Air-conditioned shared Accommodation.
- Food.
- Transportation from residence to the place of work and back.
- Medical Facilities and worksite Insurance.
- Residence Permit for the period of this Contract and for any renewed period, and any fine due to delay in obtaining such permit.

No deduction/recovery from the salary of the workers will be affected by the company for the Above.

Jula's Touristic Enterprises Company W.L.L.
King Fahad Highway (30) - Road 245 - Jula's
P.O. Box : 488 Sabahya, 54575 Kuwait Tel: (965) 1844 4444 - Fax: (965) 2325 0040
www.seashell-kuwait.com Email: info@seashell-kuwait.com

PETRA FOOD MANUFACTURING COMPANY
Ice Cream & Cone
Dairy & Amul
لبنان زمان

1960

DEMAND LETTER

To: M/s. SRK NEPAL PVT. LTD. Date: 12/08/2017

License No: 1156/073/074
NAGARJUN - 2, Kathmandu, Nepal.

Tel. No : 00977-1-4287528
Sub: Recruitment of Manpower From Nepal.

Sir,

We wish to recruit workers from Nepal for our M/S MR. PETRA FOOD MANUFACTURING CO. under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

Terms & Conditions

S.NO.	Category/Designation	Quantity	Salary in KD/per-month
1	HEAVY DRIVER	40	140 KD
2	LIGHT DRIVER	20	120 KD
3	COMMON LABOUR	40	90 KD
4	PACKING LABOUR	2	90 KD
5	TECHNICAL LABOUR	6	90 KD
6	LOADING LABOUR	5	100 KD
	TOTAL	113	

1. The Company the Contract is for 2 years. The worker will be on probation for 90 days and will be confirmed on successful completion of probationary period.

2. The company will provided the following to the workers at the company cost:

- Air ticket- joining and return on the completion of the contract.
- Free Air-condition bachelor Accommodation.
- 20 KD Food or an allowance.
- Transportation from residence to place of work and back.
- Medical Facilities and worksite Insurance.
- Driving License - No deduction/recovery from the salary of the workers will be affected by the company for the above.
- Residence permits for the period of the contract and for any renewed period, and fine due to delay in obtaining such permit.
- No deduction/recovery from the salary of the workers will be affected by the company for the above.

Page 1 of 2



PO Box : 3331 Gate 15034 Kuwait - Gibson Industrial Tel : (+965) 1802260 - 2473362 - Fax : 24748978 E-mail: info@petrafood.com www.petrafood.com

GHANIJA
restaurant concepts

Layla Mall Block T1, Building 11A
P.O. Box: 1, Al Sabaya, 25250, Kuwait
Tel: +965 222 68 057
Fax: +965 222 68 074

DEMAND LETTER

To: M/s. : SRK NEPAL Pvt. Ltd. Date: 08/13/2017

License No: 1056/073/074
Samakhusi- 29, Kathmandu, Nepal.

Tel. No : 00977-1-4287526
Sub: Recruitment of Manpower From Nepal.

Sir,

We wish to recruit workers from Nepal for our M/S GHANIJA RESTAURANT MANAGEMENT CO. under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

Terms & Conditions

S.NO.	Category/Designation	Quantity	Salary in KD/per-month
1	FOOD SERVER	18	100 KD
2	BREAD MAKER	2	100 KD
3	GENERAL LABOUR	19	90 KD
4	CASHIER	5	120 KD
5	LIGHT DRIVER	6	140 KD (One hundred and forty KD)
6	SWEET MAKER	11	100 KD
7	STOCKIER	1	80 KD
8	STAFF	2	100 KD
9	WAITER	21	100 KD
10	ASST. COOK	3	120 KD
11	WAITRESS	12	100 KD
	TOTAL	225	

1. The Company the Contract is for 2 years. The worker will be on probation for 90 days and will be confirmed on successful completion of probationary period.

2. will provided the following to the workers at the company cost:

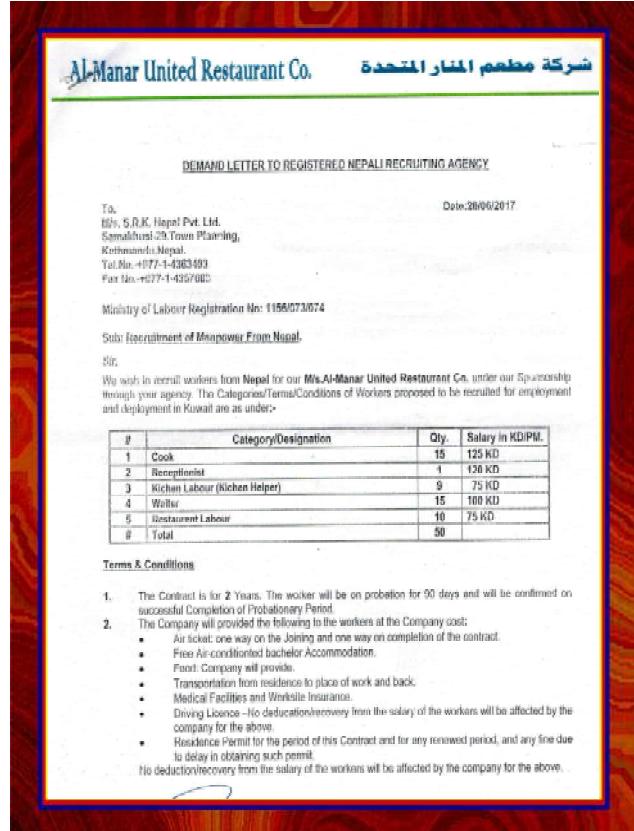
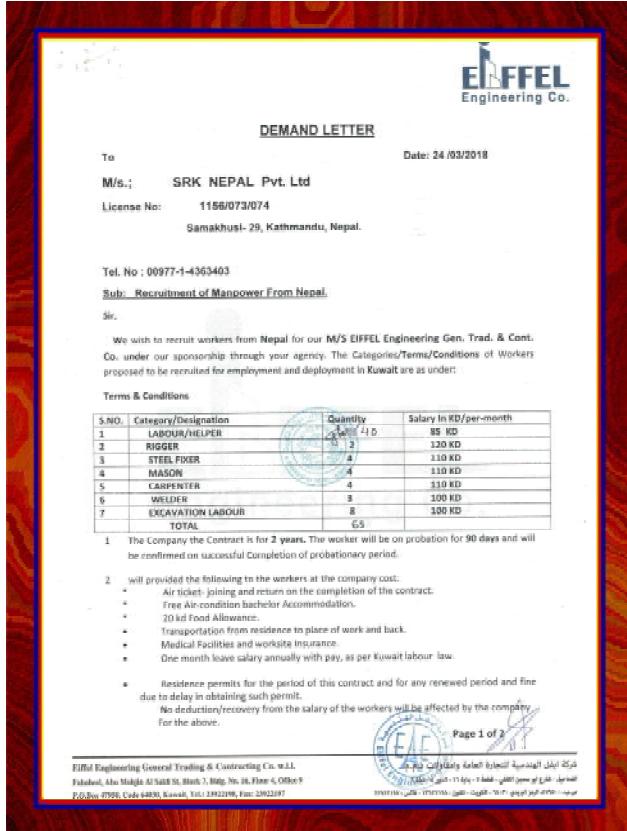
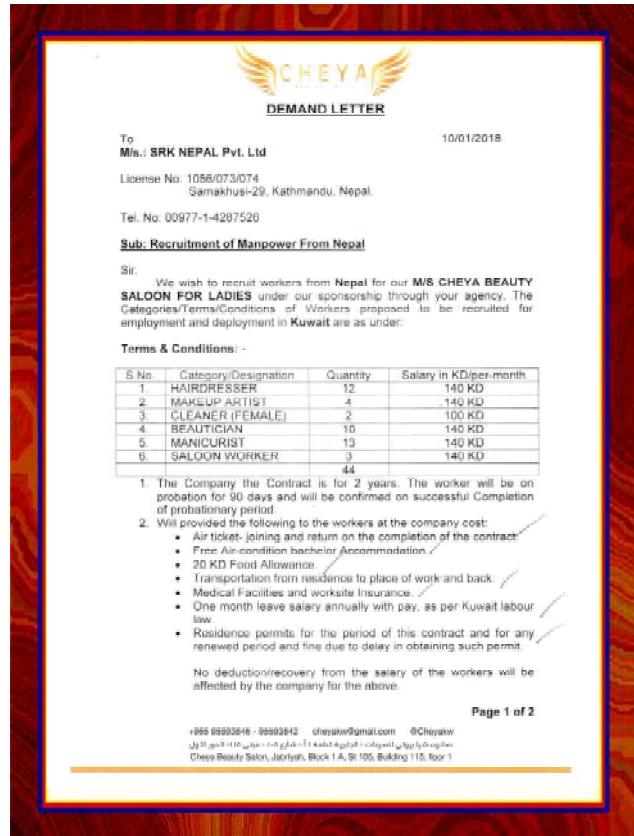
- Air ticket- joining and return on the completion of the contract.
- Free Air-condition bachelor Accommodation.
- Food Free.
- Transportation from residence to place of work and back.
- Medical Facilities and worksite Insurance.
- One month leave salary annually with pay, as per Kuwait labor law.

Residence permits for the period of this contract and for any renewed period and fine due to delay in obtaining such permit.

Page 1 of 2



DEMAND LETTERS



DEMAND LETTERS

**الرقيب للمباني
Al-Raeeb Buildings**

DEMAND LETTER

To: M/s. SRK NEPAL Pvt. Ltd. Date: 11-11-2018

License No: 1156/073/074
Samakhshi-29, Kathmandu, Nepal.
Tel. No : 00977-1-4383403

Sub: Recruitment of Manpower From Nepal.

Sir,

We wish to recruit workers from Nepal for our M/s. Al-Raeeb Buildings Gen. Cont. Co. under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

Terms & Conditions:

S.No.	Category/Designation	Quantity	Salary In KD/per-month
1	TECHNICAL LABOUR	100	KD.160/-
2	CLEANERS	40	KD.100/-
3	Total Workers	140	

1. The Company the Contract is for 2 years. The worker will be on probation for 90 days and will be confirmed on successful Completion of probationary period.

2. will provide the following to the workers at the company cost:

- Air ticket- joining and return on the completion of the contract.
- Free Air-condition bachelor Accommodation.
- 20 KD. Food Allowance.
- Transportation from residence to place of work and back.
- Medical Facilities and worksite Insurance.
- One month leave salary annually with pay, as per Kuwait labour law.
- Residence permits for the period of this contract and for any renewed period and fine due to delay in obtaining such permit.

No deduction/recovery from the salary of the workers will be affected by the company for the above.

Page 1 of 2

شركة الرقيب للمباني للعمالة الوافدة لـ د.م.م
Al-Raeeb Buildings General Contracting Company K.L.L
مكتبة الرقيب للمباني للعمالة الوافدة لـ د.م.م
Kuwait City - Al-Ghibleh Branch (B) - Al-Asimah Branch (A) - Office 011.60 - Floor 02

Flex
Officially licensed by the
Resorts & Real Estate Co. K.L.L

DEMAND LETTER

To: M/s.: SRK NEPAL Pvt. Ltd. Date: 25/01/2018

License No: 1156/073/074
Samakhshi-29, Kathmandu, Nepal.

Tel. No : 00977-1-4363403

Sub: Recruitment of Manpower From Nepal.

Sir,

We wish to recruit workers from Nepal for our M/S FLEX RESORTS & REAL ESTATE CO. under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

Terms & Conditions:

S.No.	Category/Designation	Quantity	Salary In KD/per-month
1	CLEANER (FEMALE)	12	125 KD
2	LABOURER (MALE)	33	90 KD
3	BEAUTYMAN (LADIES)	8	140 KD
4	SECURITY GUARD	4	120 KD
5	SALES MAN (FEMALE)	13	140 KD
6		67	

1. The Company the Contract is for 2 years. The worker will be on probation for 90 days and will be confirmed on successful Completion of probationary period.

2. will provide the following to the workers at the company cost:

- Air ticket- joining and return on the completion of the contract.
- Free Air-condition bachelor Accommodation.
- 20 KD Food Allowance.
- Transportation from residence to place of work and back.
- Medical Facilities and worksite Insurance.
- One month leave salary annually with pay, as per Kuwait labour law.
- Residence permits for the period of this contract and for any renewed period and fine due to delay in obtaining such permit.

No deduction/recovery from the salary of the workers will be affected by the company for the above.

Page 1 of 2

Flex
Officially licensed by the
Resorts & Real Estate Co. K.L.L
Tel: +965 225 22566 - Fax: +965 225 49772 - P.O. Box: 944 Dasmar, 15460 Kuwait - www.flexq.com

DANA & BERKELEY TRADING CO. W.L.L.

db

DEMAND LETTER

Date: 10-09-2017

To: M/s. SRK NEPAL (PVT.) LTD.

LICENSE No. 1156/073/074

Address: Samakhshi-29, Kathmandu, Nepal

Tel: +977-1-4363403, 4357683

Sub: Recruitment of Manpower From Nepal

Dear Sir,

We hereby authorize you to recruit the below mentioned categories from Nepal with the following mentioned criteria:

S.no.	Category	Quantity	Monthly Salary in KD
1	INDOOR CLEANERS (FEMALE)	50	90

Terms & Conditions:

1. Two years contract and renewable on the performance behavior of the candidates.
2. Accommodation – Provided by the Company.
3. Food Provided by the Company.
4. Transportation Provided by Company.
5. Annual Leave As per Kuwait Labor Law.
6. Working hour is 8 hours per day and 6 days per week.
7. Medical, Health Insurance, Uniform will be provided by Company.
8. Other terms & conditions will be as per Kuwait Labor Law.
9. Ticket Provided by Company.

Yours Truly,

HAMOUD ADNAN KHALDI
AUTHORIZED SIGNATORY

Page 1 of 2

Page 1 of 2

square
شركة مطاعم و ملبيات
THE SQUARE RESTAURANTS CO.

DEMAND LETTER TO REGISTERED NEPALI RECRUITING AGENCY

Date: 28-01-2018.

To: Mr. Kishore Kumar K.C.
M/s. SRK Nepal Pvt. Ltd.,
Samakhshi-29, Kathmandu, Nepal.

Tel. No.: 00-977-1-3824993.

Ministry of Labour Registration No.: 1156/073/074.

Sub: Recruitment of Manpower From NEPAL.

Sir,

We wish to recruit workers from Nepal for M/s. The Square Restaurants Co., Office 6, Floor 5, Al-Shawafat Building, Omar Ben Al-Khattab Street, Block 5, Sharg, Kuwait. Tel: 00-965-22489032. under our sponsorship through your agency. The Categories/Terms/Conditions of Workers proposed to be recruited for employment and deployment in Kuwait are as under:

#	Category/Designation	Cty.	Salary In KD/PM
1	RESTAURANT MANAGER	2	200.000
2	COOK	5	125.000
3	CASHIER	1	150.000
4	BAKER	1	120.000
5	DRIVE MECHANIC	2	175.000
6	SALESMAN	4	120.000
7	SALES INCHARGE	1	150.000
8	FOOD SUPERVISOR	3	160.000
9	SHAWARMA MAKER	2	120.000
10	LIGHT DRIVER	8	120.000
11	WAITER	2	100.000
Total	Thirty Workers	30	

Terms & Conditions:

1. The Contract is for 2 Years from the date of arrival. The worker will be on probation for 100 days and will be confirmed on successful Completion of Probationary Period.
2. The Company will provide the following to the workers at the Company's cost:

- i. Free Visa & Free Air Ticket.
- ii. Free Food & Free Air-Conditioned Bachelor Accommodation.
- iii. Free Transportation from residence to place of work and back.
- iv. Free Medical Facilities and Worksite Insurance.
- v. Residence Permit for the period of this Contract and for any renewed period, and any fine due to delay in obtaining such permit.
- vi. Driving license (in case of drivers only).

No deduction/recovery from the salary of the workers will be affected by the company for the above.

Page 1 of 2

Page 1 of 2

OFFICIAL LICENCE

Distributed by:
Nepal Notary Public Council
S.N. 5628394

Coat of Arms of Nepal
Government of Nepal
Ministry of Finance
Department of Inland Revenue

Office Seal

Photo

Sd.

PERMANENT ACCOUNT NUMBER (PAN) REGISTRATION CERTIFICATE

Income Tax Reg. Date
26 02 2017
Day Month Year

Permanent Account No.: 6 0 5 9 9 4 3 7 9
Inland Revenue Office, Mahanandga

Name of Transaction: M/s S.R.K Overseas Nepal Pvt. Ltd
Type of Taxpayer: Private Limited
Address: Ward No. 10, Samakhuasi
Municipality: Tokha
Kathmandu

Business Activities: Agency activities to provide employments.

Sd. Signature of Taxpayer
Sd. Signature of Tax Officer

Diligence to be followed by the Tax Payer:

- Bill Invoices shall have to be issued compulsorily for each transaction.
- The Tax Payer registered in VAT shall have to submit and pay the VAT statements and VAT amount within 28 days of the end of the month of each financial year.
- The Tax Payer operating the transaction in which the Excise Duty is applied, should submit and pay the statements and Excise Duty amount within 25 days of the completion of each month, except if specified otherwise.
- Income statements of each fiscal year shall have to be submitted within the end of the month of October (End of October).
- If the amount and tax amount are not submitted and paid within the time, interest, late charges and fine shall be applied.
- This certificate should be placed at the transaction verification office to be seen clearly.
- If any confidential file, contract, document, etc. is issued, it shall be submitted to the concerned office.

The Notary Copy is True and Verified
Signature: _____ Date: 17 FEB 2025
Official Seal

Distributed by:
Nepal Notary Public Council
S.N. 5628395

Coat of Arms of Nepal
Government of Nepal
Ministry of Industry, Commerce, and Supplies
Office of the Company Registrar

Office Seal

Registration No. 164110/073/074

CERTIFICATE OF INCORPORATION OF COMPANY

This Certificate of Incorporation has been issued to
M/s S.R.K Overseas Nepal

Private Limited, having incorporated it on the 19th day of February, 2017, pursuant to sub-section (1) of section 5 of the Companies Act, 2006.

Date: 2022-06-03
Sd. Asst. Registrar

Condition: Whereas the incorporation of the company is not construed to have provided a license for executing the company's objective, it is required to get approval/license from the authority concerned for the same.

As per the decision dated May 30, 2022 A.D., the name of the company is fixed as M/s S.R.K. Overseas Nepal Pvt. Ltd., based on annual/special general meeting of this company held on March 1, 2022 A.D., on condition that the entire moveable and immovable property and liabilities remaining in the name of the former company M/s S.R.K. Nepal Pvt. Ltd. shall be accepted and borne by the company having changed name M/s S.R.K. Overseas Nepal Pvt. Ltd., and if any confusion is created on the changed name and complaint is filed, the name shall be amended.

The Notary Copy is True and Verified
Signature: _____ Date: 17 FEB 2025
Official Seal

Distributed by:
Nepal Notary Public Council
S.N. 5628392

Official Seal

Inland Currency Stamp

S.R.K Overseas Nepal Pvt. Ltd.
Record Book of Shareholders

Official Seal

Official logo
Reg. No.
The above Agency/Ministries existing
in Nepal. This document has been
issued at the request of the
application but the content is at
the discretion of the concerned
Ministry/Department.

Sd. Official Seal

Official logo
Reg. No.
The above Agency/Ministries existing
in Nepal. This document has been
issued at the request of the
application but the content is at
the discretion of the concerned
Ministry/Department.

Sd. Official Seal

Name and address of
shareholders and
obligation holder

Father's Name	CC. No. of State District	Ph. No.	To be paid Amount Rs.	Date of Registration of the same in the concerned Ministry
Mr. Kishor Kumar K.C.	4097	Phone: 106000000000	106000000000	None
Mr. Kishor Kumar K.C.	4097	Phone: 106000000000	106000000000	None

Sd. Official Seal

Signature of Verifier: Sd.
Name: Mr. Kishor Kumar K.C.
Designation: Chairman
Date: July 6, 2023

Sd. Official Seal

SRI OVERSEAS NEPAL PVT. LTD
ESTD: 2017

The Notary Copy is True and Verified
Signature: _____ Date: 17 FEB 2025
Official Seal

Distributed by:
Nepal Notary Public Council
S.N. 5628393

Coat of Arms of Nepal
Government of Nepal
Ministry of Labour and Employment
Department of Foreign Employment

Office Seal

License Letter No. 1156/073/74
Date: May 2, 2017

License Issuing Authority
Signature: Sd.
Name: Mr. Bidur Rai Pandey
Designation: Director General
Date: May 2, 2017 A.D.

The Former name is changed and fixed as
S.R.K. Overseas Nepal as per the letter
dated June 3, 2022 A.D., bearing dispatch
No. 97383 of the Company Registrar
Office, Kathmandu

Sd. August 10, 2022 A.D.
Pradip Kumar Dhakal

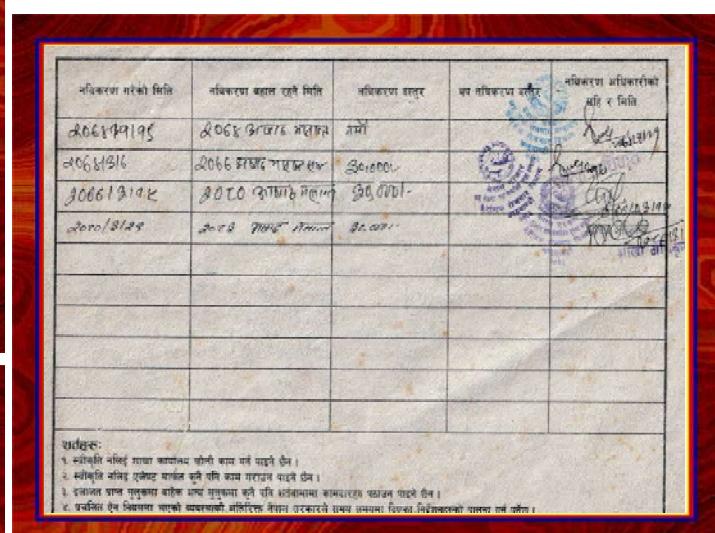
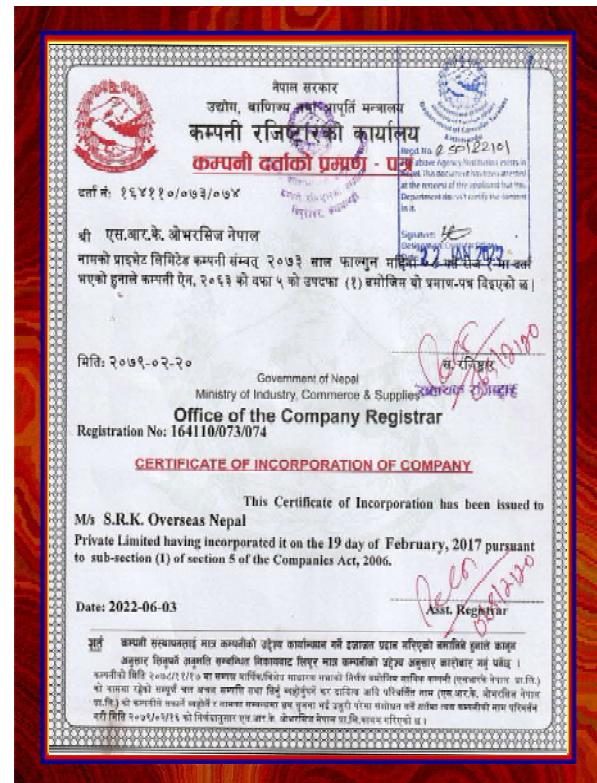
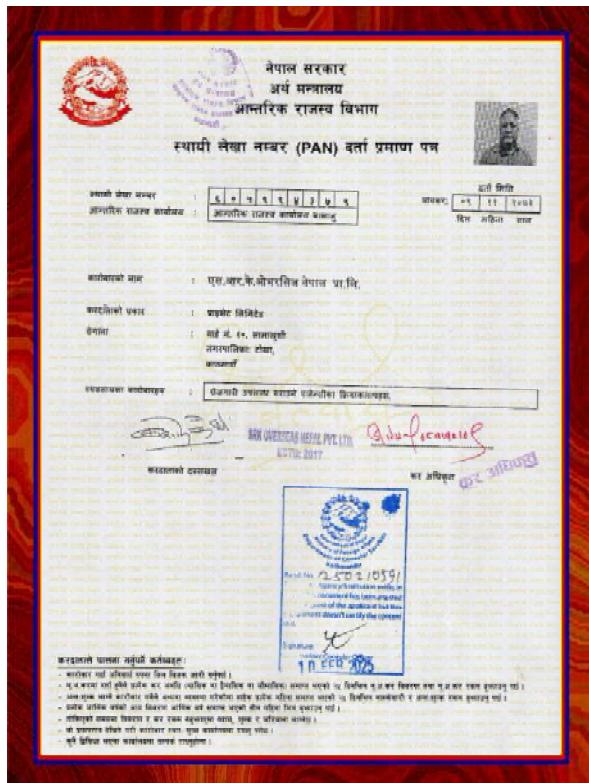
Renewal Chart

Renewal Date	Valid up to	Renewal Charge NPR	Extra Renewal Charge	Signature of Renewing Authority
May 2, 2017	April 2017Aashadha Masanta (Mid-April)	New		Sd. July 14, 2023 Section Officer
June 21, 2017	2020 Mid-April	30,000/-		Sd.
June 29, 2020	2023 Mid-April	30,000/-		Sd.
July 14, 2023	2026 Mid-April	30,000/-		Sd.

Condition:
1. No branch office shall be opened without permission.
2. No work shall be done through an agent without permission.
3. No work shall be done in any other country other than the country of license on any terms and conditions.
4. In addition to the provisions of the pre-existing laws and regulations, the instructions issued by the Government of Nepal from time to time shall be followed.

The Notary Copy is True and Verified
Signature: _____ Date: 17 FEB 2025
Official Seal

OFFICIAL LICENCE





Govt. Lic. No.: 1156/073/074

Tokha-10, Samakhushi, Kathmandu, Nepal

Telephone: +997-1-4963403, 4957683

Email: srknepal@gmail.com, info@srknepal.com.np

Website: www.srknepal.com.np

