



**THE KANTIPUR
GROUP**



KANTIPUR MANPOWER SERVICES PVT. LTD.

**RECRUITMENT CONSULTANT AND
HR SOLUTIONS**

Approved by Department of Foreign
Employment

License no: 523/061/062



C O M P A N Y D E T A I L S

Name of Company	Kantipur Manpower Service Pvt. Ltd.
Registration & License	<p>Ministry of Industry & Commerce Office of the Company Registrar Registration No: 30823/061/062</p> <p>Ministry of Labour & Employment Department of Foreign Employment License No: 523/061/062</p> <p>Ministry of Finance Department of Internal Revenue PAN No: 301667980</p>
Member	Nepal Association of Foreign Employment Agencies
Board of Directors	<p>Mr. Dhanlal Jaishi, Chairman Mr. Rabin Kandel, CEO 0545344377 [KSA] +977 9801001111 [Nepal]</p>
Mailing Address	P.O Box: 9644, Samakhushi-03, kathmandu, Nepal
Contact Details	<p>Tel: 01-4988866/4988808/4964338 Fax: +977 1-4981117 Email: info@kantipurmanpower.com URL:www.kantipurmanpower.com</p>
Nature of Business	Manpower Supplying Professionals, Skilled, Semi-Skilled, Unskilled
Served Countries	Saudi Arabia, UAE, Malaysia, Qatar, Kuwait, Oman, Bahrain etc.



N E P A L - A T - A - G L A N C E

Nepal is a small, landlocked country situated between India and China. Nepal, the birth place of Gautam Buddha and long Himalayan range with world's highest peak Mount Everest holds its unique identity in the world. It has a marvelous natural beauty and amazing landscapes. The influential architectural genius of the past brings alive the culture of Nepal. Thousands of temples and shrines still survive amidst the modern changes.

Nepal stands tall as a nation of peace, love and harmony, the people of this country have diverse religious and ethnic backgrounds yet blended perfectly as one community. There are numerous cultural and religious festivities celebrated round the year which makes it a land of joy and celebration. Nepal remains one of the few countries having such a vast and complex cultures.

Nepal has been recognized mainly as The birth place of lord Gautam Buddha, the light of Asia, Mountain ranges with highest peaks in the world, including Mt. Everest, The Country of natural Heaven, The Country of brave Gurkhas, the place to experiment with various spiritual practices, The country of temples, art, culture and historically significant religious sites, The Country for adventurous people, The best place for recreation and holidays from around the world.

Above all, the honest and every welcoming people are well-known in the world. It is one of the most exciting destination for all who love travelling and adventure. It is probably the richest country in terms of its natural beauty, biodiversity, cultures and traditions, art and historic architectures. The Nepalese people have always been preferred to other societies for their simplicity and their prowess for diligent working abilities. They have proved their efficiency in protecting many countries and building great cities.



ABOUT US



IT gives us a pleasure to introduce our company Kantipur Manpower Service Pvt. Ltd., which was established in 2004 and our services. We are the leading ISO 9001-2000 Certified Recruitment Company in Nepal. We align ourselves with our client and candidates as partners to assist them in achieving their goals and objectives. We have developed a reputation as a premier recruitment company, especially in the area of human resources solutions in the Middle East, Far East Macao, Malaysia, Hong Kong and many more. We are strategically located in Samakhushi-03, heart of Kathmandu city and prime business hub with easier accessibility and reach from other areas.

Kantipur Manpower Service is one of the Nepal's leading recruitment consultant covering the Hospitality, Security, Engineering, Construction, IT and other sectors.

OUR ASSOCIATES



GO THE EXTRA MILE WITH US

Kantipur Manpower Service Pvt. Ltd, holding Government approved license number 523/061/062 is an international recruitment and employment agency based in Nepal providing clients with the most innovative executive search and selection methodologies for best HR solutions. Our team offers high quality services to provide the best outcomes in the recruitment and employment of personnel from a diverse set of business sectors.

At Kantipur Manpower, we have the ability to align diversified and intricate HR needs of our clients by providing reliable and strategic staffing solutions. By understanding the significance of aligning talent strategy with business strategy we tend to offer workforce solution that drive businesses forward. Our capability in fast delivery has gained us the reputation of being a reliable and efficient global executive search firm and has always been dedicated to supplying quality employees to companies and changing lives through providing the Nepali workforce with career opportunities. We are the global reliable source of qualified workers from Nepal.

Our recruiting methods are designed to evaluate each individual candidate and match him or her with a position that allows them to maximize their potential. We know that productive people are a business's greatest asset, and our experience in placing Nepal's workforce abroad assures that companies can count on us for employees who can help them achieve their visions. With our domestic agencies spread across Nepal's topography, we have access to a wealth of eligible workers ranging from unskilled and skilled laborers to educated professionals. Our clients on our professional recruiting to fill positions in a wide range of industries. We've earned the trust of our clients through matching the right candidates with the right opportunities – our discretion and attention to placing workers where their skills are valued is why we remain a reliable source for both job seekers and employers.



NOTE FROM OUR CHAIRMAN



I am pleased to introduce our reputation, credibility in international recruitment field in outsourcing Nepalese Human resources and consequently request you to appoint us your recruitment Agent.

As premier foreign employment company Kantipur Manpower Service Pvt. Ltd. ranks second to none in human resources recruitment, which provides the best options and compromise between recruitment cost, timely service and workers reliability. This process of designing and executing these professional recruitments has earned the best recruitment company.

The target groups of Kantipur Manpower Service Pvt. Ltd are those clients for whom we have recruited thousands of Nepalese workforce in Middle East and Far East. We seek to distinguish ourselves by providing the most possible flexibility, fast track, and reliability in client service. Our Agency networks enable clients to benefit from a recruitment package tailored to their individual company needs and time requirements for their human resources needs.

As a well-established recruitment company and intermediary in your service, we keep the promise to our clients and customers - JUST IN TIME & EVERYTIME.

Dhanlal Jaishi
Chairman



A NOTE FROM OUR CEO



Honorable clients I am delighted to convey my feelings in conjunction with manpower, for establishing a class of our own. I have traveled the entire world over to learn and know the problems, difficulties and hindrances' come across for the search of a Genuine and skilled Manpower. I have visited several successful overseas promoters offices just to see their Setup, System to gain experience, learn and know the weak points. I am proud to say that Kantipur Manpower Service Pvt. Ltd is one of the Leading Government recognized Job Consultants and recruiting Agency in Nepal providing unmatched recruiting and manpower management Services and one of the few organization that has fulfilled all the conditions of a reliable Manpower Recruiting Agency. We are driven by integrity, commitment, hard work, rewards and the zeal to excel, to provide an excellent customer focused recruitment service coupled with an intelligent, consultative and honest approach towards its clients and candidates. We maintain service levels of the highest standard to provide quick response times, search accuracy for both clients and candidates and full consultative advice.

Rabin Kandel
CEO



O U R - T E A M

Kantipur Manpower Service Pvt.Ltd is a team of experts with many years experience in the comprehensive support of companies, institutions and other units in the public and private sector in the area of selection and recruitment of qualified personnel.

We specialize in offering all the capabilities of a large recruitment company with the personalized service that you would expect from privately owned operation. All projects are headed by our Chief Executive Director, who provides overall strategic direction and advice to organizations. Our panel of experienced personnel comprising project coordinators, recruitment professionals, HR professionals, technical consultants, Industry experts and seasoned interviewers are expert at executing the entire recruitment - process in a manner that best suits the interest of the employer's organization. Kantipur strongly believes that teamwork is the key to success and that mutual understanding coupled with professional networking, personal edge and communication makes for a successful business. For the CEO, representing an organization. He asserts that with staff support and exchange of ideas between employer and employees, the company delivers nothing but the best to its clients.



THE RECRUITMENT OPERATIONS TEAM CONSISTS OF PERSONNEL FROM THE FOLLOWING DEPARTMENTS :

Technical Consultants & Sourcing Department

HR & Mobilization Department

Visa Processing Department

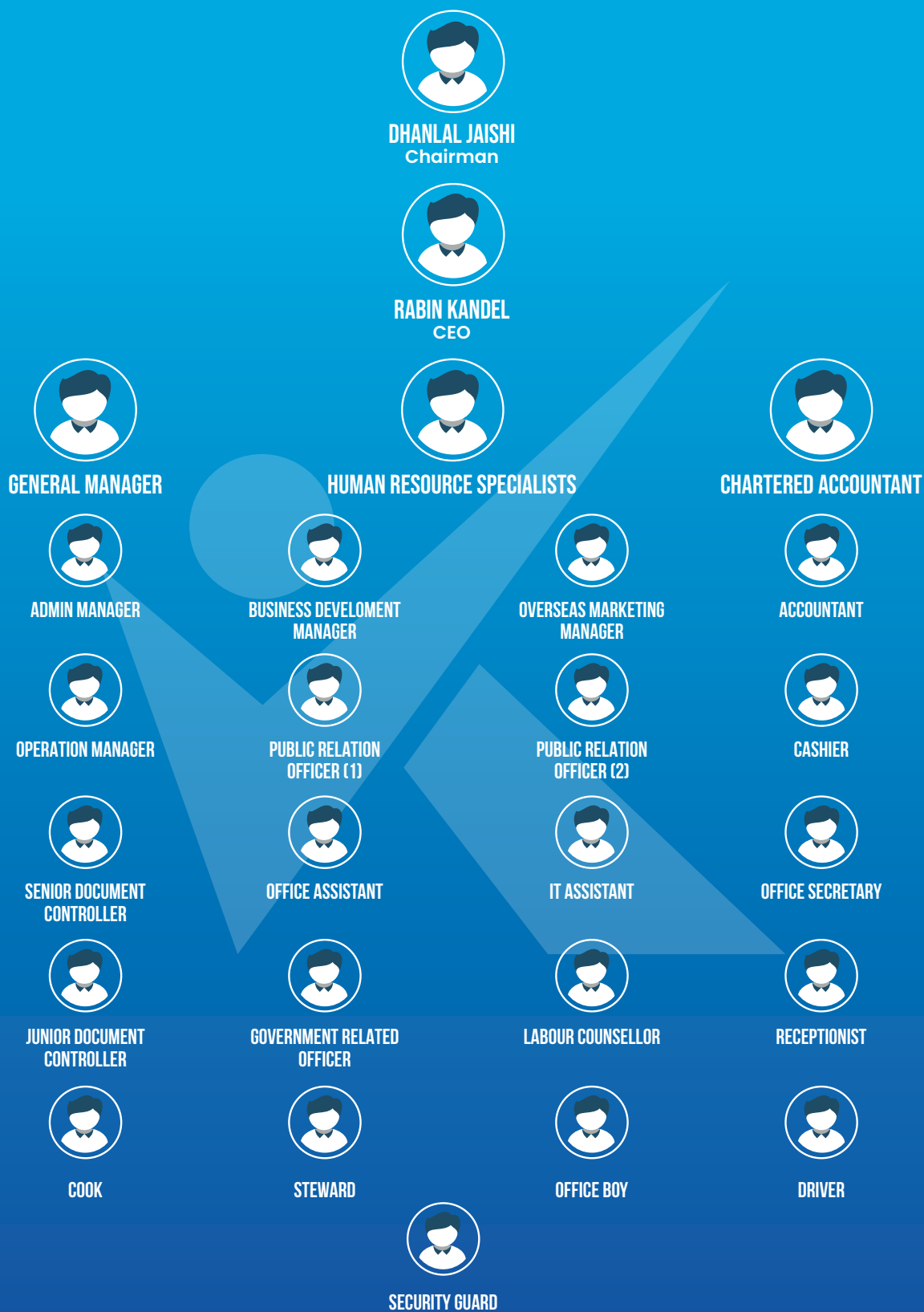
Immigration Department

Ticketing & Travel Department

IT Department



ORGANIZATION CHART



WHY KANTIPUR MANPOWER SERVICE PVT. LTD?

Quality, honesty, and reliability are the fundamental pillars of Kantipur Manpower Service Pvt. Ltd. Yes, our first priority is to supply you with quality manpower as per your requirement and on time. Kantipur Manpower Service Pvt. Ltd. specializes in assisting to recruit Manpower for supporting our clients in all aspects of the business start-up cycle from concept to operation. The services of our sincere, honest and disciplined candidates with proven morals and productivity will help boost the businesses of the host companies. Our company has confidence that the Nepalese workforce will fit in and contribute to our client's company with the best.

We believe in long-term collaboration

GOAL

The Goal of Kantipur Manpower is to provide the best service for our clients and candidates, with being honest always. We are committed to maintaining a high level of professionalism, in all aspects of our business.



VISION

Our vision is to become a top ranked resource for quality manpower from Nepal, equally admired by job aspirants and business establishments across the globe for promoting ethical, reliable and transparent recruitment processes.



MISSION

Provide ethical recruitment expertise and help to get the right people in the right place at the right time.



OUR MISSION, VISION AND PHILOSOPHY

Our Mission

It is our mission to support our clients through their current and future business challenges. Our activities, aimed at finding a balance in the labour market serve to give our clients significance, which will support their business development via the growth of employment or improvement in the quality of their human resources.

Mission

Vision

Philosophy



Our Vision

Kantipur Manpower Service Pvt. Ltd. shall be the undisputed leader in the country's recruitment and placement industry by continually providing our clients with world-class and top notch service and competent workforce, by constantly upgrading its facilities and systems and by strengthening sustainable productive relationship within our employees and candidates.

Our Philosophy

Right Human For Right Mission. Kantipur Manpower Service Pvt. Ltd. recognizes the global need for employment. We want to provide our clients top notch, world-class, personalized service and to provide the needy Nepalese workers the opportunity to work overseas. We achieve to aim to continually provide employers with competent employees and help workers enhance their competence thereby raising the competitiveness of the workforce.

"GO
THE
EXTRA
MILE
WITH
US"



OUR VALUES

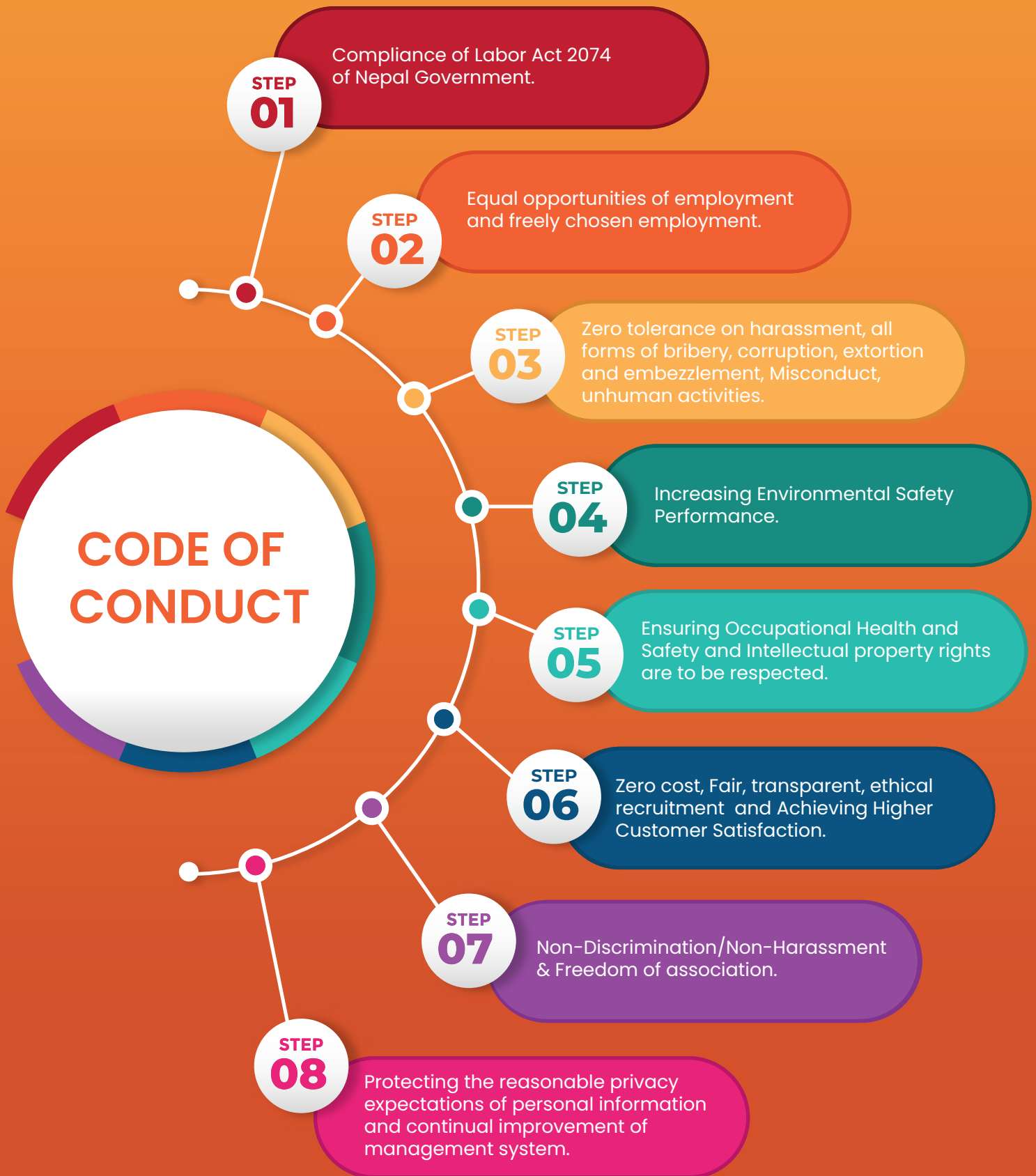
Kantipur Manpower Company Values



OUR CORE VALUES



KANTIPUR CODE OF CONDUCT



RECRUITMENT POLICY

ZERO COST RECRUITMENT POLICY

Kantipur Manpower Service recruitment payments do not amount to modern labor, it has been evident to other authorities that it can coach to debt bondage and the condition of freedom. The law is explicit on what a recruitment agency can and cannot assess a potential worker. An employment agency must not assess a charge on potential workers a fee for finding you work or attempting to find that person work. Nevertheless, the agency may levy for other services including, but not confined to, provision training, preparation of an appropriate CV, accommodation, conveyance, and uniform.

ETHICAL RECRUITMENT

Our team of consulting connoisseurs in equilibrium, engagement, leadership evolution, govt. search, and surveys, use industry-leading information and analytics to empower shoppers. Kantipur manage to strength expertise and command to tailor universal consulting solutions. At Kantipur Human Resources and Compensation, Consulting applies, we supervise to facilitate organizations to attract leaders, and reward success to optimize talent, have interaction workers, structure well-being, not confined to, provision training, preparation of an appropriate CV, accommodation, conveyance, and uniform develop leaders, and reward success to optimize structure well-being.

RECRUITMENT POLICY

FAIR SOURCING

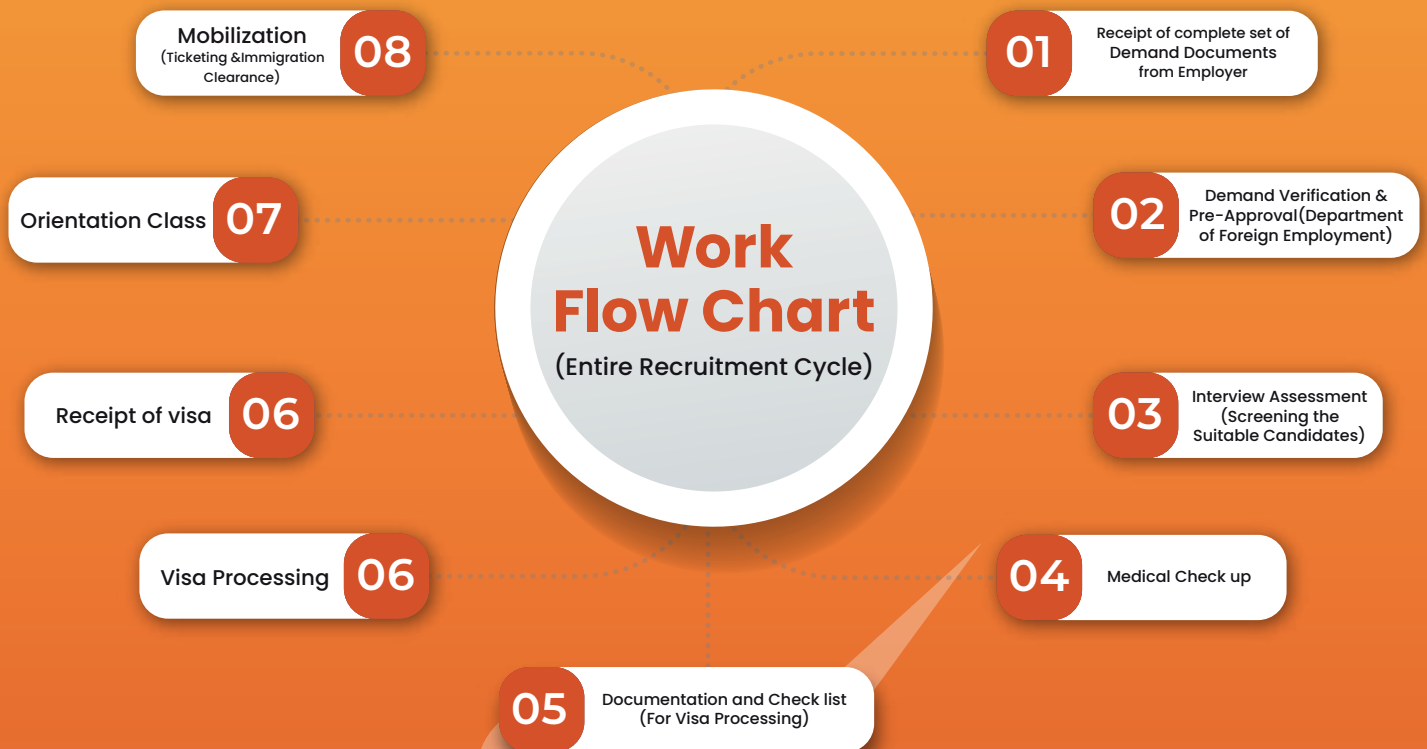
Recruiting in this day and age could be a challenge. It's obtaining a lot of this with throw companies and throw appropriations however with identical common results. Kantipur Manpower Service Pvt. Ltd. operates to grant a number of the greatest common enlisting challenges that you merely can be encountering in your career and information concerning how you'll be able to overwhelm them.

RESPONSIBLE PLACEMENT

Employment businesses like Kantipur Manpower Service Group also typically referred to a agencies interact with a work-seeker. Employment agencies realize work with work seekers UN agency fair measure used and produced by employers. This often known as 'permanent employment as a result of once the employee has been taken on, they're a worker of the corporate they're operating for. Nevertheless, completely different rules apply to recreation and modeling.



THE GENERAL STEPS FOR THE RECRUITMENT ASSESSMENT



Recruitment Procedure

All the interested foreign employers should recruit through the licensed agencies registered under the Department of Labor of Nepalese Government of Nepal. These agents make direct contact and negotiate with the overseas employers for procuring manpower requirements. On receipt of authenticated vacancy demand from the overseas employer, the licensed agent, Kantipur Manpower Service Pvt. Ltd. applies to the Director General of Labor Department for the recruitment permission. Labor Department is the principal Government authority which supervises and monitors the recruitment process of the recruitment agencies and provides permission to export the manpower. The Kantipur Manpower Services Pvt. Ltd. (Licensed Agent) agent should apply in the Department with the following authenticated documents for the recruitment permission.

Step 1: Receipt of Demand & Verification

On receipt of the all required set of Demand Documents from Employer, we approach to the Department of Foreign Employment for government permission and they may contact you directly to verify these documents. On such occasions we kindly request you for your kind co-operation with this verification please.

Step 2: Pre Approval

Once the documents verified by the Department of Foreign Employment they give us the permission to do concern affairs. We call the candidate through advertise in Newspapers, local fm radio, Internal Networks, visiting training institute.

How to recruit from Nepal!

Step 3: Interview Assessment

Screening the suitable Candidates through Biodata to initial processing for apply, will be collected from applicants, an interview and trade test will be conducted by the employer (if required) or it directly conducted by agency representative under the given selection criterion by employer. Entry the details of applicants on computer data system. Normally we furnish following step and time taken to select the candidate.

- Day 01: Advertising in authorized daily news papers.
- Day 10: Pre-screening of all suitable candidates.
- Day 10: Final interview of candidates by the client and trade tests where applicable.



Step 4: Medical Check –up

All the selected candidates will be sent to the GCC approved licensed Medical centre for diagnose on AIDS, T.B. infection and other disease. Medical check-up points meet to under the GCC health standard.

Step 5: Documentation & Check list

All the medically fit candidates Interview assessment record will be forwarded to the employer along with copy of passport, Bio- data, Photographs, Medicallyfitness report and other necessary supporting documents by the Kantipur Manpower Services Pvt. Ltd.

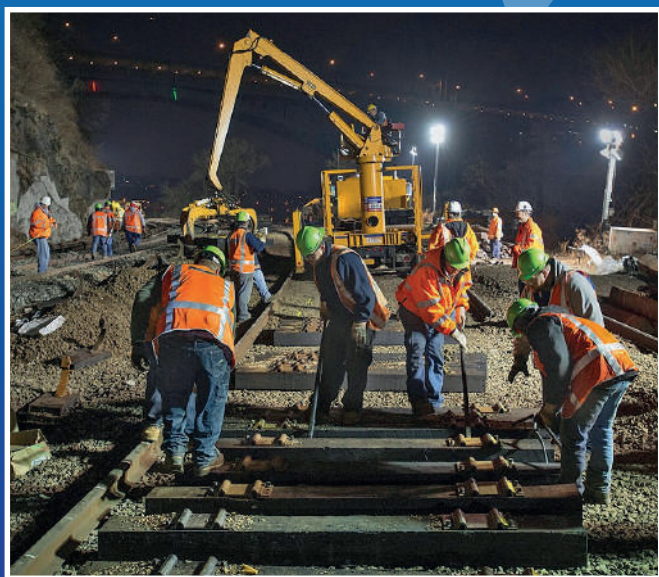
Step 6: Visa Process

The employer will apply those required selected applicants document to the concerned government authority of their respective country. Only the visa processes of candidates who are medically fit, complete by documents checklist and available for travel are processed.

Step 7: Receipt of Visas

The employer will be informed about Entry Permit/NOC/ Visa advise and forward to Bridge Sky International Pvt. Ltd. via Fast courier services, Fax or Email once it out from Govt.

Authority. In the cases of Saudi Arabia, after obtaining authenticate papers, Kantipur Manpower Service will process for visa endorse from respective Embassy of Saudi Arabian Government consulate where the blocked visa



Step 8: Orientation

We call all visa receipt candidate for Orientation. This plays a very important role. We brief all the workers about their jobs, safety procedures, the climbing conditions, teach them to honor the different religions, rules and regulations of the country, customs and traditions of the other nationalities they will meet andwork with. And we pay special attention to make them understand and respect the Islamic traditions. The object is to give them some idea of their place of work and environment before their departure so that they can adjust easily to their new environment on their arrival in the place of work.

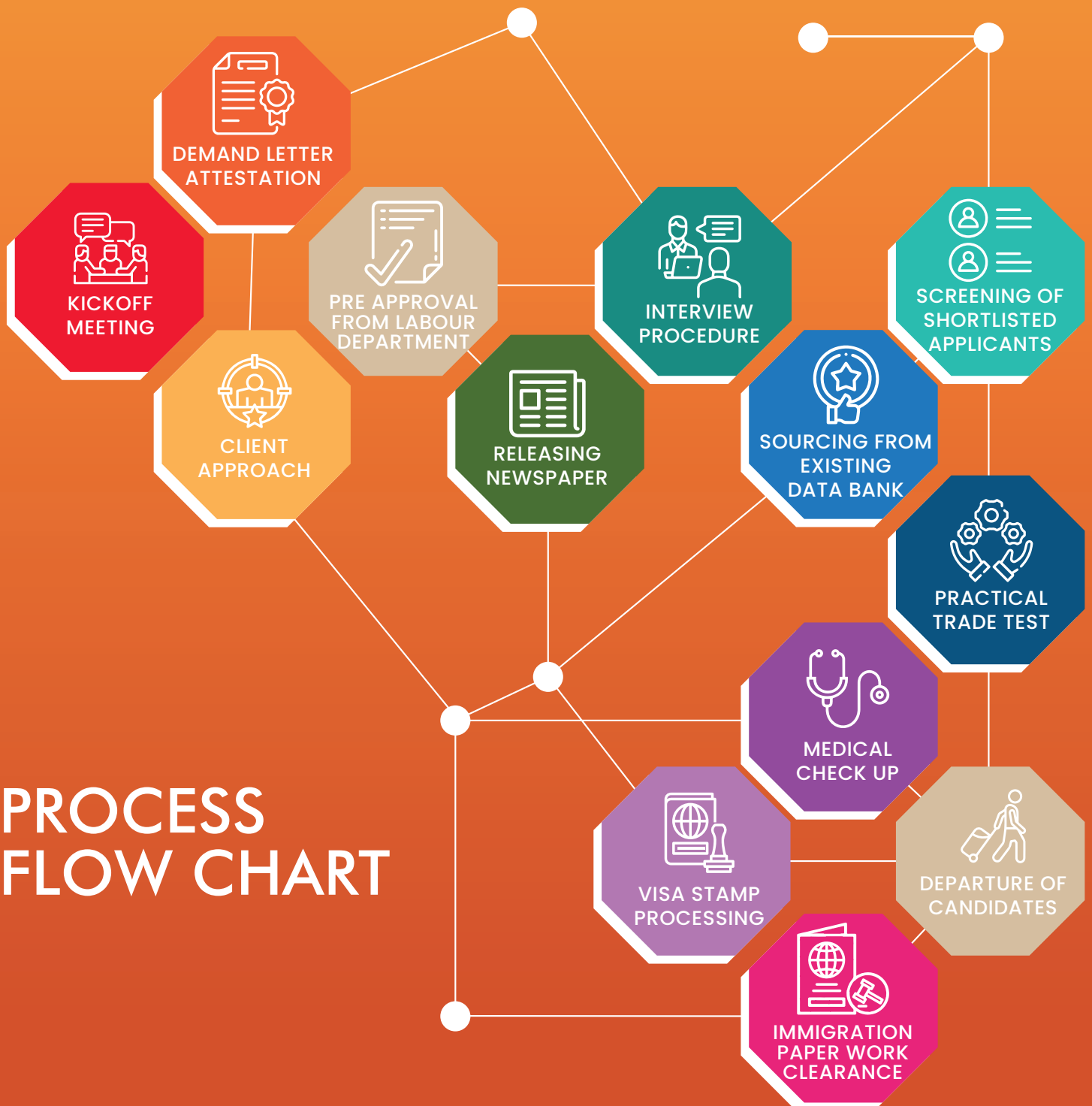
Step 9: Mobilization

On receipt of the visas we try to dispatch them as soon as possible and as per our experience we normally send them from the day 7 to1 4 days. As for SaudiArabia, the candidates will be deployed within 35 days to some time it might take 2 months time from the day the original visa documents are received by us in Nepal. Kantipur Manpower Service Pvt. Ltd. will inform to the flight schedule of the workers at least 2 days in advance as before we submit all documents to the Department of Foriegn Employment for the immigration clearance.

The employer will receive the workers for the airport of their respective destination/countries.



PROCESS FLOW CHART



WE SUPPLY



ENGINEERING

- ELECTRICAL ENGINEER
- MECHANICAL ENGINEER
- ELECTRONIC ENGINEER
- CIVIL ENGINEER



AIR CONDITIONING (WINDOW TYPE, SPLIT LEVEL & CENTRAL UNIT)

- HVAC ENGINEERS
- HVAC FOREMAN
- HVAC SUPERVISORS
- HVAC TECHNICIANS



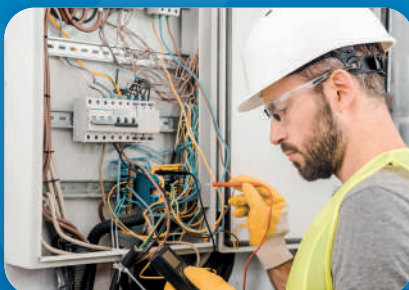
SECURITY SECTOR

- X-BRITISH ARMY
- EX-INDIAN ARMY
- EX-NEPALESE ARMY
- EX-NEPAL POLICE
- WATCH MAN
- SECURITY OFFICER
- SECURITY SUPERVISOR
- CIVIL SECURITY GUARD
- BODY GUARD & MANY MORE



INFORMATION TECHNOLOGY

- COMPUTER ENGINEER
- SYSTEM ADMINISTRATOR
- SOFTWARE ENGINEER
- PROGRAMMERS
- SYSTEM ANALYSTS
- NETWORK ADMINISTRATORS
- DATA ENTRY OPERATORS
- COMPUTER OPERATORS
- COMPUTER TECHNICIANS
- DATABASE OPERATORS
- DATA ENTRY CLERKS



BUILDING STRUCTURE MAINTENANCE & CONSTRUCTION GROUP

- ELECTRICIANS
- PLUMBERS, WELDERS, STEEL FIXERS & PIPE FITTERS
- CARPENTERS (FINISHING & SHUTTERING)
- ELECTRONIC TECHNICIANS
- PAINTERS (SPRAY WALL)
- MASON- CONSTRUCTION HELPERS
- MASON- BRICK LAYERS
- MASON -TILE/ MARBLE FITTERS
- LABOUR



GARMENTS AND TEXTILE

- PATTERN MAKERS
- CUTTING MASTERS
- PRODUCTION MANAGERS
- SUPERVISORS
- TAILORS
- CHECKER, HELPERS



WE SUPPLY



SUPERMARKET

- SALESMAN
- CHECK OUT CASHIERS
- TROLLEY BOYS
- SHELVES RACK ORGANIZERS
- CLEANERS



VEHICLE/HEAVY EQUIPMENTS OPERATOR AUTO MECHANIC & MAINTENANCE

- LIGHT VEHICLE DRIVERS
- CAR/VAN/MINI-BUS DRIVERS
- HEAVY EQUIPMENT OPERATORS
- TRUCK/LORRY/TRAILER/FORKLIFT/Crane DRIVERS
- MOTOR/GRADER/DOZER/BACKHOE/ROLLER



OPERATORS

- BULLDOZER/SCRAPPER OPERATORS
- AUTO MECHANIC/DIESEL MACHINE MECHANICS
- HEAVY DUTY MECHANICS
- WIRELESS TECHNICIANS/BAR BENDERS



OFFICIAL PERSONNEL MANAGEMENT GROUP

- OFFICER MANAGER
- ASSIST MANAGER
- MANAGER-MARKETING, SALES
- ADMINISTRATION
- ACCOUNTANTS, CASHIERS
- SECRETARIES, STOREKEEPERS, PURCHASERS
- CLERKS, TYPISTS, DATA ENTRY OPERATORS
- OFFICE BOYS
- TEA BOYS
- BELL BOYS
- DATA ENTRY OPERATORS
- COMPUTER OPERATORS
- COMPUTER TECHNICIANS
- DATABASE OPERATORS
- DATA ENTRY CLERKS



DOCTOR/NURSE

- DOCTOR GYNECOLOGY (SURGEON) MR COG
- DOCTOR PHYSICIAN (GENERAL) MD
- DOCTOR SURGEON (GENERAL) MD
- DOCTOR (GYNECOLOGY) MS
- DOCTOR (UROLOGY) MS
- DOCTOR SKIN (SKIN & UD) MD
- DOCTOR (NEPHARTHOLOGY) MD
- NURSES (GENERAL WARDS) DIPLOMA
- NURSES (MIDWIFERY GYNECOLOGY) DIPLOMA
- NURSES (ICU) DIPLOMA
- NURSES (SURGERY OPERATION THEATRE) DIPLOMA
- ASST. NURSES (CLEANERS) MALE -DIPLOMA
- TECHNICIAN LAB DIPLOMA
- X-RAY TECHNICIANS DIPLOMA



HOTEL & CATERING

- MANAGER & ASSIST MANAGER
- PUBLIC RELATION OFFICER & RESTAURANT CAPTAIN
- COOKS (CONTINENTAL, CHINESE, INDIAN & ARABIC)
- ASST. COOKS
- WAITERS
- STEWARDS
- FAST FOOD CREW
- FOOD AND BEVERAGE CONTROLLERS
- FOOD AND BEVERAGE MANAGER
- BAKERS
- BARMEN
- KITCHEN HELPERS
- DISHWASHER MEN
- LAUNDRY MEN
- PRESSMEN
- JANITORS
- HOUSE KEEPERS, ROOM MAKERS



LICENSE & CERTIFICATES

Disseminated by:
Nepal Notary Public Council
S.N. 3243994

Government of Nepal
Ministry of Labor and Transport Management
Department of Foreign Employment
(Office Seal)

License No.: 523/061/062

Date: 2061/08/30 BS
(2004/12/15 AD)

LICENSE

This License is hereby issued to the M/s **Kantipur Manpower Service Pvt. Ltd.** authorizing to carry on the foreign employment business subject to complying with the provisions of the Foreign Employment Act, 2064 and Foreign Employment Rules, 2064.

Replica
Date: 2022/03/21 AD
Signature: Sd
Name: Pradip Kumar Dhakal
Designation: Section Officer

License Issuing Authority's:
Signature: s/d
Name: Udhav Prasad Baskota
Designation: Director General
Date: 2004/12/15 AD

"The Transparency Copy is True and Verified"
13 JUL 2022
Copy of Certificate: 1230
Copy of Fee: 1230
Copy of Fee: 1230

SUNRISE BANK LIMITED
Class 'A' Institution Licensed by Nepal Rastra Bank

Date: July 18, 2023

Government of Nepal
Ministry of Labour, Employment and Social Security,
Department Of Foreign Employment
Buddhanagar, Kathmandu, Nepal

Re.: Guarantee Amendment No-01

Dear Sir/s,

We hereby amend the below mentioned guarantee with the following details issued on behalf of Kantipur Manpower Service Pvt Ltd., Kathmandu, Nepal favoring yourself has been amended as follows:

Guarantee Type	: Performance Bond Guarantee
Guarantee Reference No.	: 30088-FB-01212
Original Value	: NPR 15,000,000.00 (Nepal Rupes Fifteen Million Only)
Outstanding Value	: NPR 15,000,000.00 (Nepal Rupes Fifteen Million Only)
Issued Date	: 29 August 2019
Existing Expiry Date	: 28 August 2024
Details/Purpose	: License Renewal of running Manpower Business
Beneficiary	: Government of Nepal, Ministry of Labour, Employment and Social Security, Department Of Foreign Employment, Buddhanagar, Kathmandu, Nepal

The new expiry date of the Guarantee will be 28 August 2029.

Our liability under this bank guarantee is limited to NPR 15,000,000.00 (Nepal Rupes Fifteen Million Only) and any demand or claim made by you under this Bank Guarantee along with all originals should reach **Sunrise Bank Limited, Gopale Branch, Nepal** on or before 28 August 2029.

This amendment is an integral part of and must be attached with the Original Bank Guarantee No. 30088-FB-01212 issued on Dated 29 August 2019.

All the other terms and conditions of the above guarantee will remain unchanged.

For Sunrise Bank Limited, Gopale Branch.

Authorized Signature

Authenticity of this Guarantee can also be viewed in our website:
<http://www.sunrisebank.com.np/bank-guarantee>

RISE TO SERVE

Gopale Branch: Gopale Chowk, Kathmandu Metropolitan City-28, Kathmandu, Province No.-3, Nepal. Tel: +977-01-4388255/4388256/4388257
Toll Free No.: 1980-27-22444, Email: info@sunrisebank.com.np, Website: www.sunrisebank.com.np, SWIFT: SBRLNPKA

Disseminated by:
Nepal Notary Public Council
S.N. 3243993

Date of Renewal	Valid Tenure of Renewal	Renewal Fee	Signature of Renewal Officer and Date
2077/03/14 BS (2020/06/28 AD)	Up to end of 2080 Ashad (Mid July, 2023)	Rs.30,000/-	s/d
2080/03/29 BS (2023/07/14 AD)	Up to end of 2103 Ashad (Mid July, 2026)	Rs.30,000/-	s/d Section Officer 2080/03/29 BS (2023/07/14 AD)

Terms:

- It shall not be permitted to open and run the branch office without obtaining permission.
- It shall not be permitted to carry on any activities through agent without obtaining permission.
- It shall not be permitted to send workers at any terms to any other country except the countries specified in the letter of permission.

"The Transparency Copy is True and Verified"
13 JUL 2022
Copy of Certificate: 1230
Copy of Fee: 1230
Copy of Fee: 1230

Certificate of Registration

This is to certify that

KANTIPUR MANPOWER SERVICE (P) LTD.
Samakhushi - 29, (Samakhushi Town Planning), Kathmandu, Nepal

operates a quality management system which has been assessed as conforming to

ISO 9001:2000

for the scope of activities

Provision of consultancy on selection and recruitment of human resources for overseas clients.

Certificate No: **CI/9433** Issue Date: **07 February 2008**
Valid until **06 February 2017** subject to adherence to the agreed auditing cycle programme, successful endorsement of certification following each audit and compliance with CI Regulations

Signed for and on behalf of

Managing Director

CERTIFICATION INTERNATIONAL (UK) LIMITED
Delta 200, Delta Business Park, Great Western Way, Swindon, Wiltshire SN5 7SP, UK

The use of the Accreditation Mark indicates accreditation in respect of these activities issued by the accreditation certification number 063



LICENSE & CERTIFICATES

S.No. 526 Schedule-2

Government of Nepal
Ministry of Labour, Employment and Social Security
Department of Foreign Employment
Kathmandu, Nepal

**AUTHORITY CERTIFICATE FOR
SENDING TRAINEE WORKERS TO JAPAN**

It is certified that KANTIPUR MANPOWER SERVICE P.L. Company Licence No. 523/062/062
situated in KATHMANDU is authorized as being the sending agency under Industrial
Training and Technical Intern Training Program under JITCO. This Certificate holder must comply with the Foreign
Employment Law, JITCO Directive and Instructions issued by the Ministry.

This certificate is valid **Until Renewed** and should be renewed every year within **31st July** days of its expiry.

Pradeep Kumar Dhakal
Name: Section Officer
Issue Date: 07 Feb. 2022

Pradeep Kumar Dhakal
Authorized Signature

Distributed by:
Nepal Notary Public Council
S.N. 1094603

Nepali/English Translation
Regd. No. 23455

Cost of
Arms of
Nepal

Government of Nepal
Ministry of Finance
Inland Revenue Department

Photograph
Affixed

Office Seal Affixed

Permanent Account Number (PAN) Registration Certificate

PAN: 3181417878 Income Tax: 21 00 2000
Inland Revenue Office: Mahatmipur

Transaction's Name: **Kantipur Manpower Service**
Taxpayer's type: **Private Limited**
Address: **Ward No. 28, Sonakshul
Metropolitan City: Kathmandu
Kathmandu**
Business Transactions: **Foreign Employment**
Sd. Sd.
Taxpayer's Signature Office Seal Affixed Tax Officer's Signature

Duties to be fulfilled by the taxpayer

- While carrying out any transaction, taxpayer should compulsorily be carried out.
- The taxpayer registered for VAT purpose should submit VAT return and pay VAT amount within 25 days from the end of relevant tax period (monthly, bi-monthly or quarterly).
- Unless otherwise provided, the taxpayer carrying out the transaction which is subject to excise duty should submit the monthly return and pay the amount of excise duty within 25 days from the end of each month.
- The financial statements should be submitted by the month of Ashad (September 30) in each fiscal year.
- However, the said penalty shall be applicable if the return and the tax amount is not submitted within the time period.
- This certificate should be kept at the place of business/principal place of business in such manner that it can be seen.
- In the case of any query, please contact the Office.

Translated by Advocate/Notary Public - Tika Rana Bhandari
Contact No.: 9841321391 E-mail: advocate.tika@gmail.com

The Transaction Copy is True and Verified
Signature: *Tika Rana Bhandari*
Date: 26/03/2022
Official Seal of the Notary Public
Office of the Notary Public

CERTIFICATE OF ATTENDANCE

This is to certify that
Mr. Rabin Kandel
Kantipur Manpower Service Pvt. Ltd.
has attended Training on
**Responsible Business Alliance Code of Conduct (RBA COC) and
RBA COC audit Practices, Requirements and Audit Preparation**

Certificate No: 116066
Presented By: URS (www.ursnepal.com)
Date of Course: 11-12 DEC, 2020
Location of Course: Kathmandu, Nepal

Disipal
Course Manager

URS is UK based ISO standards certification body & also provides
lead auditor training on ISO standards management system
www.ursnepal.com



THE KANTIPUR
GROUP

www.kantipurmanpower.com

OUR VALUABLE CLIENTELE

"Dedication to every client's success: It's noble aspiration but also a competitive necessity."

Our relationship with client's is not based on profit, but long-term partnership built around our understanding of the client's business and its market scenario. We provide services, with anintention of helping our clients succeed in whatever they persue. We are passionate about building and nurturing our relationships with clients, as for us, excellence is everything.



 THABAT	 مجموعة محمد علي السويلم Mohammed Ali Alsulaim Group	 Global Sources	 أنابيب ANABEEB
 محور المحفص للمقاولات شركة مساهمة مقفلة	 شركة ريسا الخليجية للمقاولات المحدودة Rissa-Gulf Scoulding Co. Ltd.	 Thrustboring Construction Co.	 SHADE
 شركة اتصالات الخليجية للتقنية GULF COMMUNICATIONS CONTRACTING TECHNOLOGY CO.	 AL-JAHAM	 شركة هادي حمود آل همام القابضة Hadi Hamad Al Hammam Holding Co.	 المعلم Almoallam
 مؤسسة عبدالله المسجل للمقاولات ABDULLA AL-MISHAL CONTRACTING EST.		 AL-KHAYMA	 AL-KHAYMA
 شركة بي سي سي للتقنية Bayer Al-Thamama (BPS) LTD قطار الرياض rigadh metro	 Al-Khalif AKS	 AL-KHAYMA	 GULF CO-OPERATION SYMBOLS CONTRACTING
 المنازل العربية AL MANAR ARABIAN	 الشهراني AL-SHAHRANI	 BDCE	 EEC energy



OUR VALUABLE CLIENTELE

 GTC Infrastructure Co. Ltd. شركة البنية التحتية للإنشاءات العامة	 ENGO شركة البنية التحتية للإنشاءات العامة ENGO CONTRACTING SAUDI COMPANY	 ICT INSHA	 GLOBAL CONSTRUCTION
 شركة تلاد للاستثمار Telad Investment Co.	 الهذال ALHATHAL شركة البنية التحتية للإنشاءات العامة	 GROUND HANDLING LOGISTICS AIRPORTS & AVIATION SOLUTIONS	 إرادة ERADA المنظورة للمشروعات Advanced Projects
 MOTOON	 Aims	 العميد AL-AMEED	 SHAR
 DAEMAAR GROUP	 UCS UCS UNIVERSAL CLEANING SERVICES LLC	 CHINA UNICORN TRADING & CONTRACTING CO. W.L.L.	 RSR
 EESA	 AL HARBI CO.	 sanco	 مادي الحجري MADI AL-HAJRI
 EAMMAR INFRASTRUCTURE CONTRACTING COMPANY LTD	 شركة خط المهرة للمقاولات Khatt Al-Mahra Cont. Co.	 SILAS	 شاه



OUR VALUABLE CLIENTELE



FMCG & HOSPITALITY

TRANSPORTATION & LOGISTICS



MANUFACTURING & PRODUCTION

HOTELS



RECRUITMENT

 جواهر JAWAHR دواء للموارد البشرية Jawa Human Resources	 جدارة jaddarah hordazz service company		 المهاودة Mahawda
 سراكو SRACO	 شركة إيوان للإن Recruitment	 TAP GULF شركة تاب الخليج المحدودة	 OFFICIAL SPONSOR LOGISTIC CO. شركة تار اعر الرسمي للشحنات اللوجستية

RETAIL

 LANDMARK GROUP	 PETS HOUSES	 LuLu	 نون noon
 max	 الهاجري للأغذية ALHAJRI FOOD	 ojii	 واحد المستهلك CONSUMER CARE

OTHERS

 MIDDLE EAST SECURITY Whole Company	 procare Riaya Hospital	 PEARL SCHOOL
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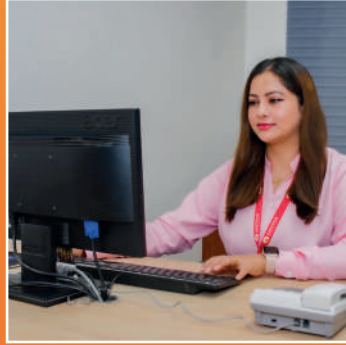
APPRECIATION CERTIFICATE



APPRECIATION CERTIFICATE



GALLERY



GALLERY



COMPANY OVERVIEW

EVERYTHING WE DO IS ABOUT YOU

MILESTONES

Celebrating 19 years as Recruitment Consultants.

ACHIEVEMENTS

Management Excellence Awards, DOFE Largest Talent Pool In Nepal Sustainable Recruitment Agency since 2004 Consistently delivering exceptionally high standards of customer service.

LOCATIONS

Samakhushi-03, Near Nepal Police School
Kathmandu, Nepal

LISTED TOP 10 AGENCIES IN NEPAL



COMPANY OVERVIEW

Kantipur Manpower Services is one of leading Overseas Manpower consultancy in Nepal, approved by Government of Nepal and department of Foreign Employment board. For over 19 year "Kantipur Manpower Services" has been at the forefront of recruitment services business offering both Employers and Employees a wide range of the most professional service while impeccable records and reputation amongst hundreds of clients, Mega Corporate and MNC's.

OUR HISTORY

Kantipur Manpower established with a motive to provide best placement to Nepalese employees in 2004 and with the beginning of the new decade our sole dedication was client's satisfaction in Human Resource Industry.

Today Kantipur Manpower portrays larger and grander vision with a largest pools of right executives looking for right placements in GCC, Asia and European Countries with the professional service and satisfied clients.

FACILITIES

Standard Interview & Selection Procedure Assessment & Skill Test Center Fastest On boarding Proper Orientation for Fresher's Largest Pool for Executive Search.



THE KANTIPUR
GROUP



CONTACT US

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