



ROKADIYA

O V E R S E A S

Approved by Ministry of External Affairs
License No. B-0872/DEL/PER/1000+/5/9254/2017



DHIHA

ENGINEERING

OVERSEAS MANPOWER RECRUITMENT

Director's Message

In today's contemporary and stiffly competitive environment, every Industry is looking for employable manpower and but has no or minimum focus on developing the skill of workers. We at Rokadiya Overseas not only focused on the Business, but also intending to stabilize the economy by placing more manpower abroad and creating more employment opportunities.

With our establishment in Kuwait namely Dhiha Engineering Co. taking our goals parallely towards achieving our long term vision.

Over the past 12 years Rokadiya Overseas along with our sister concern namely Dhiha Engineering Co., Kuwait aims to enhance skill development and to provide continuous flow of skilled/unskilled workforce into the industry in different trades covering traditional and emerging sectors like Automobile, Fabrication, Hospitality, Construction, IT and other Sectors.

This response, as one can understand, appears to have been driven by competitive market forces and technological advancement evolving at a rapid pace. Technology has played a vital role in increasing the scope of transparency and progress in the industry over the periods of time.

In such a short span Rokadiya Overseas has established its name in the service Industry and we are planning to expand our wings into European Countries very soon and will take our services to the next level.

We have a dedicated team of professionals who are working tirelessly towards achieving the goal of empowering the youth of the country to make the name of this country in the global market with their employable skills.

I am confident that our continuous efforts will take this industry to the vast frontiers of know-how, thus achieving progress in our efforts to think globally, while acting locally.

Seeking your best wishes and continuous support.

Contents

- 01 Overview
- 02 Our Vision
- 03 Our Mission
- 04 Our Services
- 05 Why Rokadiya Overseas ?
- 06 Our Resources & Strength
- 07 Our Presence
- 08 Licence Copies
- 09 Our Clients
- 10 Our Branches



OVERVIEW



Let Rokadiya Overseas
power your projects
with efficient manpower solutions.

Established in 2009, Rokadiya Overseas today, is a leading Man-Power Recruiting Agency in India. A trusted name in Manpower Industry, Rokadiya Overseas is not only ISO 9001:2008 Certified, but also among the selected such consultancies approved by the Ministry of External Affairs (MEA).

Conducting Interviews, selecting the best Fit medical examination, ticketing, visa stamping as well as supply/placement, Which means, Industry-wide best practices tailor made to suit the specific needs of every client.

Trust is our greatest asset. When it comes to executing projects of both large and small scale on desired deadlines, human resource recruitment and efficiency is key. We therefore understand the nuances of the industry we serve in depth, and deliver on our client's requirements with precision and care. From unskilled, semi-skilled to highly skilled professionals, we have successfully deployed human resources to projects world over to delight of our clients.

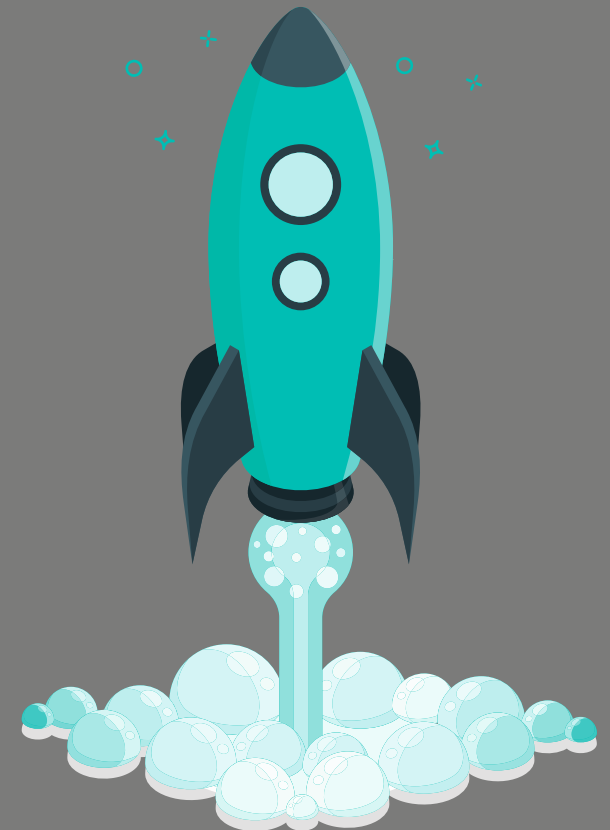
Our Vision

To be recognized as an impactful, innovative and efficient HR Consulting partner. To provide right jobs to our Indian skilled, semi-skilled, unskilled labour and professional employees, so that we can strengthen the economy and industrial sector of our nation collectively.



Our Mission

To become the most professional, enthusiastic and innovative leaders, dedicated to provide professional and involve recruitment solutions to help our customers to become more productive and profitable, Setting a benchmark in manpower service industry by providing all required manpower to industries and providing jobs to all categories, i.e from labour to highly qualified professionals.



Our Services



MANPOWER

We offer placement and recruitment for candidates across the world on contractual basis.



VISA

We provide Visa Services For All Countries



ATTESTATION

We Provide Attestation Services For All Countries

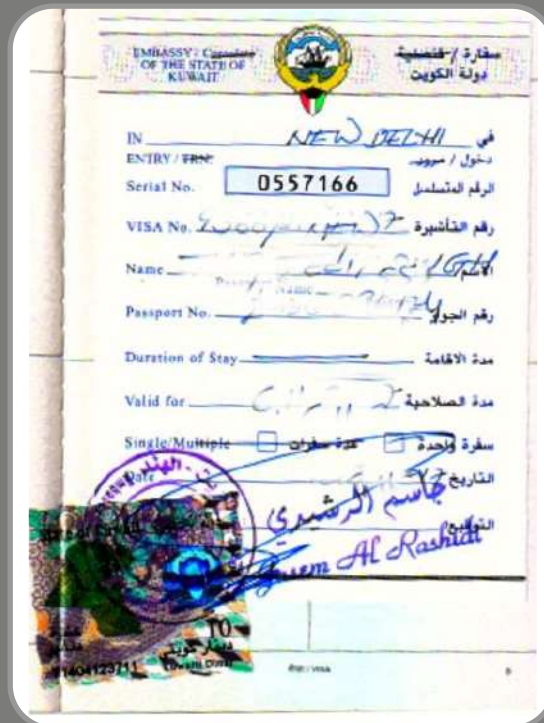
We provide services that can bridge the gap between the manpower requirements of organizations and efficient employees. To Fill the Industrial world with trained, efficient & professional manpower and maintain balance between employer and employee.

Kuwait Attestation

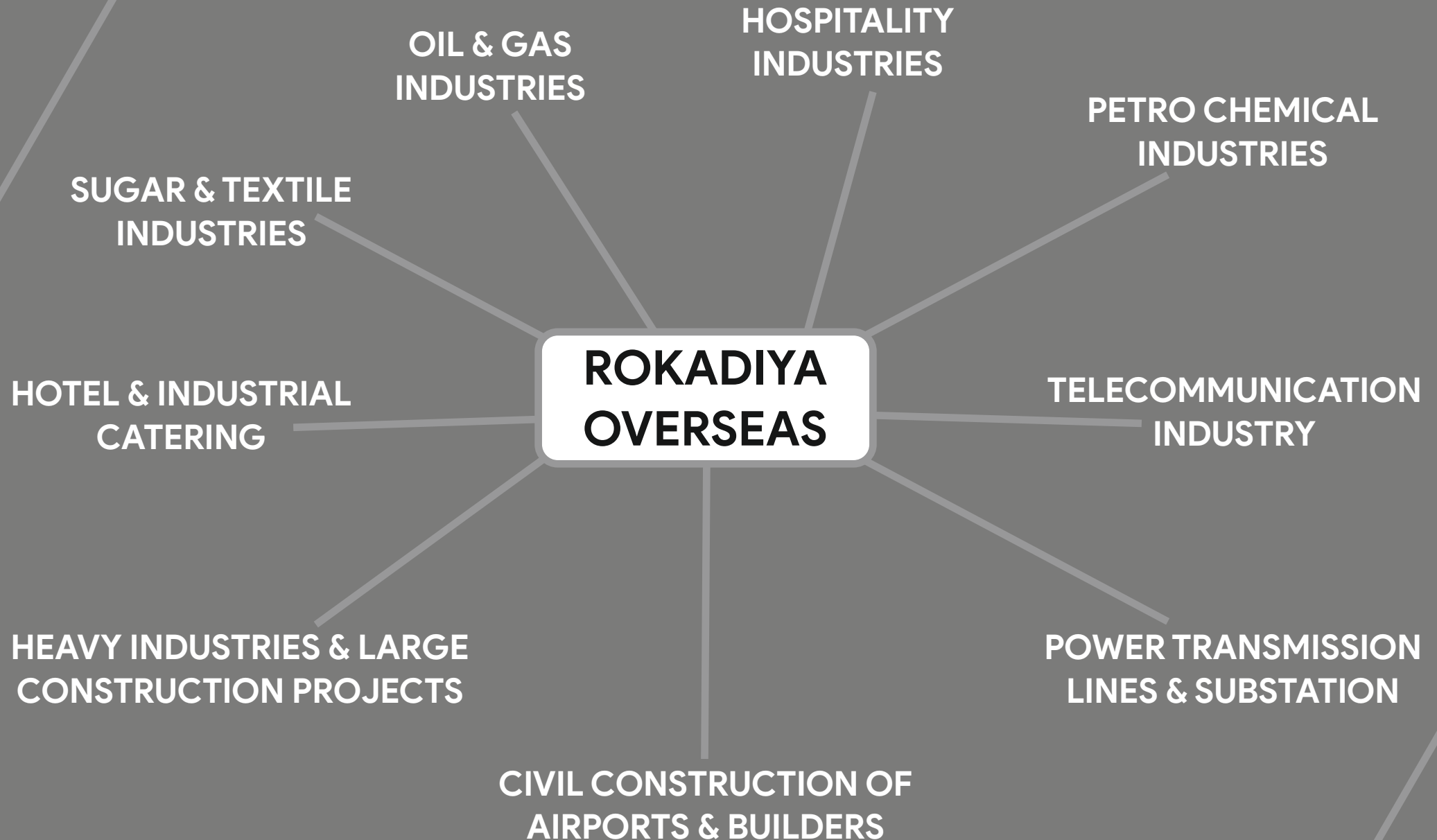
Criteria for Attestation is wide. Attestation of various documents is necessary for Ex-pats who desire to work Abroad (in professional capacity). However scope of attestation doesn't limited only to the Employee, Attestation is also required for Ex-pats family if they want to bring them Abroad. We provide Attestation Services for Educational, Personal and Commercial Documents. As we are authorised with the various Authorities for providing the aforesaid services. Rokadiya Overseas being listed with the Embassy for the State of Kuwait, New Delhi, India, provides all kind of Document Attestation for individuals and Corporates.

Visa Stamping & Attestation

ROKADIYA OVERSEAS PROVIDES ALL SERVICES PERTAINS TO RECRUITMENT AND PLACEMENT. Out of all services we provide the most relevant & important services namely VISA Stamping. VISA Stamping plays an important role in Manpower industry. As without completing this step a successful deployment is impossible. We have been providing these services from past 12 years therefore; we have an expertise in this area as well. Since, we have our own license authorised in Embassy for the State of Kuwait, New Delhi, India. We need not to depend upon any one for this important step. We have expertise in providing Corporate Services for Kuwait VISA stamping in large numbers with in given time period



AREA OF SERVICES



Why Rokadiya Overseas ?

Rokadiya Overseas is a Firm which handles the complete process for easement of its clients and our procedure includes the following steps:

01

Screening interested candidates accross various locations as per the desired profile and conducting their interviews.

06

After receiving visa, we obtain final medical examination of selected candidates.

02

Selection of candidates and obtaining offer letter from employer.

07

We then, coordinate with candidates and employer for booking flights, till the candidate reached to the employer.

03

Taking confirmation from the employer and obtaining permedical examination of selected candidates.

08

All the said procedure is completed within the given time frame.

04

If candidate is unfit, provide replacement of the said unfit candidate.

09

Our process extends further as we keep in touch with the employer and workers to maintain a peaceful and productive relation between them.

05

After that we provide signed offer letters to the employer.

Resources & Strength

Rokadiya Overseas

ROKADIYA OVERSEAS owns a well defined infrastructure along with a proficient and professional staff. We have access to huge infrastructure which includes high tech Computer System with updated software's, high tech printers, up to date internet access, owned establishment, personal transport vehicles etc.

Rokadiya Overseas Keeps a close liaison with various Embassies Indian Mission Abroad, POE Offces, MEA, MOIA etc. We are also an authorised agents for visa stamping, certificate attestation by Kuwait Embassy.

Owner/Director :

Mr. Hiren Rokadiya the person with the expertise in this industry since several years, He has played the major role in the organization success. Mr. Hiren Rokadiya himself is an asset to the organization who is highly qualified and experienced in the field and playing a vital role in developing the business. With his hard work he has climbed the ladder of success in such an early age.

Employees :

Rokadiya overseas is blessed with a bunch of experienced and trained executives who can guide the candidate regarding various procedures involved in obtaining passport, immigration clearance, assistance in Medical examination and visa stamping.

Ms Tanu Rokadiya (BCOM, CS & LLB) handles all legal and backend activities in the organization. She provides her professional services in order to give the professional and legal culture. She holds the position of Admin, HR & legal Department Head.

Mr. Sandeep Kumar (BCOM & MBA) Marketing Executive manager is highly qualified and experienced in this Industry. He along with his team handles the complete procedure related to Manpower recruitment, Visa Stamping & Document Attestation.

The Reservation officers and the back office employees are well qualified with suitable education. The whole organization working with a common interest in an added value for the organization.

Customers :

Customers relationship is built and maintained with ethics and harmony. Therefore, all our walk in customers , individual customers and corporate customers are continue to be the company's regular customers, which is the greatest advantage for the Firm.

Our Presence



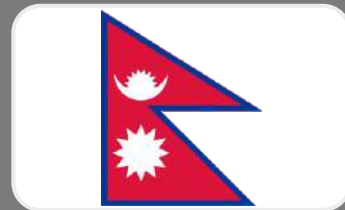
INDIA



KUWAIT



NEPAL



Engaged in manpower recruitment for overseas clients. Rokadiya Overseas is a firm which handles the complete process of recruitment & placement by its Own.



DHIHA
ENGINEERING

Caters appropriately to the needs of customers by providing them with our Steel Fabrication Services, Civil Contracting Services or rendering any service to them.




DUBAI

License Copies

INDIA

Dubai


भारत सरकार
विदेश मंत्रालय
Government of India
Ministry of External Affairs
पंजीकरण प्रमाणपत्र
REGISTRATION CERTIFICATE
उत्प्रवास अधिनियम, 1983 की
धारा 11 के अधीन जारी
ISSUED UNDER SECTION 11 OF THE
EMIGRATION ACT, 1983

0872/DEL
CERTIFICATE NO. B -
PER/1000+15/9254/2017
Form - V Protector General of Emigrants
07.03.2016
With reference to the application dated
for grant of a Certificate under Section 10 of the Emigration Act,
1963 to commence or carry on the business of recruitment for
deployment of Indian workers with foreign employers,
Mrs. Rokadiya Overseas
is hereby granted the said certificate effective from the date of
issue of this certificate, subject to the following terms and
conditions, namely:
(i) that the business shall be conducted at 87, 2nd
Floor, Opposite N-115, Zamrudpur,
Greater Kailash - I, New Delhi.
110048.

PARTICULARS OF THE AGENCY

1. Registration Certificate
Number 0872/DEL/PER/1000+15/9254/2017

2. Name of the Agency M/s. Rokadiya Overseas

3. Office Address of the Agency 87, 2nd Floor
Opposite N-115, Zamrudpur,
Greater Kailash - I, New Delhi.
110048.

4. Nature of Agency Proprietorship
(Company / Proprietorship firm/
Partnership firm)

5. Name of RC Holder Shri Hiren Rokadiya

6. Date of birth of the
RC Holder 19.08.1987

7. Nationality of the RC Holder Indian

8. Position in the Agency Proprietor

9. Telephone Number
of the Agency 41683399

SPACE FOR RECORDING RENEWAL OF THE CERTIFICATE FROM
TIME TO TIME

Validity of the Registration
Certificate extended upto
15.11.2027
Protector General of Emigrants
M. H. J. J.
उत्प्रवासी महसिरक्षी
Protector General of Emigrants

حكومة دبي
GOVERNMENT OF DUBAI



اقتصاد والسياحة
Economy and Tourism

رخصة مهنية
Professional License

تفاصيل الرخصة / License Details

License No. **948852** رقم الرخصة

Trade Name **ROKADIYA HUMAN RESOURCES CONSULTANCIES CO.** الاسم التجاري

Legal Type **Civil Company** أصل مدنية

Expiry Date **17/04/2025** تاريخ الانتهاء Issue Date **19/04/2021** تاريخ الإصدار

D&B D-U-N-S® **0** الرقم العالمي Main License No. **948852** رقم الرخصة الأم

Register No. رقم السجل التجاري DCCI No. عضوية الغرفة

الاطراف / License Members

Share / الحصة	Role / الصفة	Nationality / الجنسية	Name / الاسم	No. / رقم الشخص
50.00%	Partner / شريك	India / الهند	سانديپ رافيندران ناير Sandeep Ravindran Nair	932767
50.00%	Partner / شريك	India / الهند	رافيندران ثانكappa ناير Ravindran Thankappan Nair	885977
	Manager / مدير	India / الهند	هيريون روكادييا پراديپ Hiren Rokadiya Pradeep	932767
	Manager / مدير	India / الهند	سانديپ رافيندران ناير Sandeep Ravindran Nair	885977
	Agent / وكيل خدمات	United Arab Emirates / الإمارات	هيريون روكادييا پراديپ Hiren Rokadiya Pradeep	398528

عيسى عبدالله بشير مرزوق آل علي
Eissa Abdulla Basheer Marzooq Al Ali

نشاط الرخصة التجارية / License Activities

Human Resources Consultancies استشارات الموارد البشرية

العنوان / Address

Phone No **971-58-5252699** تليفون P.O. Box صندوق بريد

Fax No **971-58-5252699** فاكس Parcel ID **599-1900** رقم التغطية

Mobile No **971-58-5252699** هاتف محمول sandeepnair86@gmail.com البريد الإلكتروني

مك صباغ سلام محمد قشاشي - جبل علي الصناعية الأولى - برني - G-16 مكتب رقم

ملاحظات / Remarks

Print Date **13/05/2024 10:12** تاريخ الطباعة Receipt No. **15742340** رقم الإيصاف

يمكن الآن تجديد رخصتك التجارية من خلال إرسال الرسالة القصيرة رقم 6969 (دو/اتصالات) للحصول على اذن الدفع
Now you can renew your trade license by sending a text message (SMS). Send your trade license number to 6969 (Du/ Etisalat) to receive payment voucher.

Get FREE access to Zoho One for the first year
احصل على زوهو ون مجاناً للسنة الأولى

وفقاً للذكورية متعددة وصادرة بدون توقيع من دائرة الاقتصاد والسياحة في دبي. لمراجعة صحة البيانات الواردة في الرخصة يرجى منح رمز الاستجابة السريعة
this is a certified e-document issued without signature by the department of Economy and Tourism. Kindly Scan the QR Code to Verify the certificate

License Copies

Kuwait

Kuwait





مركز الكويت للأعمال

إجازة شركة ممنوحة بموجب قانون التجارة رقم 68 لسنة 1980 , وقانون الشركات رقم 1 لسنة 2016 والقوانين المعدلة له وقانون ترخيص المحلات التجارية رقم 111 لسنة 2013

رقم الترخيص	2019/8408	رقم الملف	69093
تاريخ إصدار الترخيص	07/03/2023	تاريخ انتهاء الترخيص	06/03/2027
الرقم المركزي	1012201858191	رقم الجهة المدني	4260316
رقم السجل التجاري	398073	نوع الترخيص	ترخيص مزاولة

الكيان القانوني : شركة ذات مسؤولية محدودة

تحت الاسم التجاري : شركة ديبها الهندسية للمقاولات العامة للمباني

راس المال - دينار كويتي : 500000 تاريخ القيد في السجل : 24/09/2018

لمزاولة الأنشطة التالية :

رمز النشاط	اسم النشاط
410010	الإنشاءات العامة للمباني السكنية

على العنوان التالي :

الرقم الآلي للعنوان	المحافظة	المنطقة	القطعة	القسيمة
19813001	العاصمة	المرقاب	003	2-0000

الشارع	اسم المبنى	الدور	نوع الوحدة	رقم الوحدة
شارع خالد بن الوليد	شركة المزاييا للتطوير العقاري	06	مكتب تجاري	4

MINISTRY OF COMMERCE AND INDUSTRY

جهات الموافقة :

اسم الجهة	رقم الموافقة	تاريخ الموافقة
بلدية الكويت	1206531	04/03/2024
وزارة العدل	11598	23/09/2018

آخر إجراء تم على التراخيص : برقم طلب 1570588 بتاريخ 20/02/2024

تعديل العنوان



يعتبر الترخيص ملغياً بعد مضي سنة من تاريخ انتهائه.
يعتبر هذا النموذج وثيقه رسمية رقمية صادرة من وزارة التجارة والصناعة .

المنصة الرقمية لإدارة شركات الأشخاص- وزارة التجارة والصناعة

رقم الصفحة: 1 / 1 تاريخ الطباعة: 2024-Mar-4





الكويت في: 2025-Jan-27

الرقم المركزي : 1012201854682

شهادة مستخرج السجل التجاري

تشهد وزارة التجارة والصناعة ان : شركة ديبها الهندسية للمقاولات العامة للمباني

الكيان القانوني : شركة ذات مسؤولية محدودة

العنوان التجاري:

راس مال الشركة : 500000

مسجلة بالسجل التجاري تحت رقم : 398073 بتاريخ : 24/09/2018 رقم الترخيص : 2019/8408

حالة الشركة : فعالة عدد الشركاء : 3 عدد الأنشطة : 3

عدد المديرين : 1 حالة الترخيص الرئيسي : فعالة

الأغراض :

وصف النشاط	كود النشاط	نوع النشاط
* الإنشاءات العامة للمباني السكنية	410010	نشاط عقد
* استخدام العمالة الفنية المتخصصة	783010	نشاط عقد
* استخدام العمالة الأهلية	783011	نشاط عقد

وزارة التجارة والصناعة
MINISTRY OF COMMERCE AND INDUSTRY



علماً بأن هذه البيانات الوحيدة المتوفرة لدى الوزارة عن الشركة ولم يتم إخطار الوزارة بأي تحديث عليها ودون أدنى مسؤولية على وزارة التجارة والصناعة

وزارة التجارة و الصناعة

رقم الصفحة: 3 / 3 تاريخ الطباعة: 2025-Jan-27

License Copies

Nepal

नेपाल सरकार
उद्योग, वाणिज्य तथा आपूर्ति मन्त्रालय
कम्पनी रजिष्ट्रारको कार्यालय
कम्पनी दर्ताको प्रमाण-पत्र
दर्ता नं: ५२१९४/०६४/०६५
श्री रोकाडिया ओभरसीज
नामको प्राइभेट लिमिटेड कम्पनी संम्वत् २०६४ साल फाल्गुन महिना २६ गते रोज
१ मा दर्ता भएको हुनाले कम्पनी ऐन, २०६३ को दफा ५ को उपदफा (१) बमोजिम यो
प्रमाण-पत्र दिइएको छ।
मिति: २०८१-०६-०९
उप रजिष्ट्रार
Government of Nepal
Ministry of Industry, Commerce & Supplies
Office of the Company Registrar
Registration No: 52194/064/065
CERTIFICATE OF INCORPORATION OF COMPANY
This Certificate of Incorporation has been issued to
M/s Rokadiya Overseas
Private Limited having incorporated it on the 9 day of March, 2008 pursuant to
sub-section (1) of section 5 of the Companies Act, 2006.
Date: 2024-09-25
Deputy Registrar
शर्त कम्पनी संस्थापनलाई मात्र कम्पनीको उद्देश्य कार्यान्वयन गर्ने इजाजत प्रदान गरिएको नमानिने हुनाले कानून
अनुसार लिनुपर्ने अनुमति सम्बन्धित बिकायबाट लिइए मात्र कम्पनीको उद्देश्य अनुसार कारोबार गर्न पर्नेछ।
उपरोक्त मन्त्रालय प्रा.नि.मं. ५२१९४ मिति २०६४/११/२६ मा दर्ता भएको युव मेनपावर प्रा.नि. को सम्पूर्ण वल अचल सम्पति ऋण, धन,
द्राक्षित्व परिवर्तित रोकाडिया ओभरसीज प्रा.नि. ले नै स्वहोतै रकाने गरी मिति २०८१/०६/०९ को निर्णयानुसार नाम परिवर्तन गरिएको छ।

Nepal

Distributed by:
Nepal Notary Public Council
S.N. 5067234

Nepali/English Translation
Regd. No. 30527



Coat of
Arms of
Nepal

Government of Nepal
Ministry of Labor, Employment and Social Security
Department of Foreign Employment

Office Seal Affixed

As per the letter of Company Registrar on 25
September 2024 A.D. with Dispatch No. 14438
previous name has been changed and updated
name as **Rokadiya Overseas Pvt. Ltd.**
Sd.
25 September 2024 A.D.

License No.: 757

Date: 12 January 2020 A.D.

License

This license is hereby provided to **Youth Manpower Pvt. Ltd.** to be eligible
to conduct the foreign employment business as per the decision of this Department
on 10 January 2020 A.D. merging each other mentioned below Institutions within
the conditions mentioned in this license in pursuant to the Section 11 (2) 11 (a) 11
(b) Foreign Employment Act, 2007 A.D. and Rule 6 and 8 a. of Foreign
Employment Regulation, 2008 A.D.
Institution Merged each other:-

S. No.	Name of Institution	License No.
1.	Youth Manpower Pvt. Ltd.	757
2.	Global Rising Placement Pvt. Ltd.	743

License Issuing Officer:

Signature: Sd./ 12 January 2020 A.D.

Name: Dr. Bhisma Kumar Bhusal

Rank: Director General

Translated by Advocate/Notary Public-Tika Ram Regmi
Contact No.: 9841321391 E-mail: notary.regmi@gmail.com



"The Translation Copy is True and Verified"
Signature:
Name: Tika Ram Regmi
Date: 25/09/2024
Certificate Number of the Notary Public: 1817
Date of Expiry of Certificate: Dec. 20, 2028 AD
Seal of the Notary Public

DHIHA ENGINEERING Co.



Dhiha Engineering Co. has been established by its Chairmaan “Mr. Saad Mohammad Saad Alomair” and “Mr. Hiren Rokadiya” for a common objective to provide Steel Fabrication Services, Civil Contracting Services to all small medium and big groups in Kuwait.

Dhiha Engineering Company’s growing list of clients is a testimony to its achievements in various fields. With time, the company’s services have diversified through a combination of internal reinvestment and a reputation for excellence in the local market.

It has been the policy of Dhiha Engineering Co. to build up business not just with a view of accumulating capital, but to develop unexplored lines and harness the undeveloped resources, in order to promote the industrial growth of the country.

As such, Dhiha Engineering Establishment takes pride in its contribution to all the projects in ensuring client satisfaction by providing fitness for purpose within budgetary constraints outlined at the time of appointment. A reason for the company’s success is due to the hard work and by maintaining quality of work along with time bound project execution. Our specializations are in the fields of design, on structural, fabrication and erection of all types of civil structures, structural steel works, stainless steel and aluminium works.

We do have the capacity to execute platforms, mezzanines, steel reservoirs, gantries, mould, hangers, fencing projects, pipe racks etc.

We have a well-equipped work force to execute stainless steel works like sheet metal fabrication, handrails, ins, canopies etc. for residential, commercial & ministry projects.

The Establishment combines an experienced management team with a skilled labour force which ensures a direct chain of command for clarity of instruction.

The factory headquarter in Shuwaikh is fully equipped with the necessary equipment’s and tools to handle all jobs in the field of services. A large leet of vehicles and mobile equipments are available to assist on site works.

We believe our job is to cater appropriately to the needs of customers and make them happy about their decision of choosing us. Whether we are providing them with our Steel Fabrication Services, Civil Contracting Services or rendering any service to them, our aim is to ensure their satisfaction. Dhiha Engineering Co. provides excellent services of Steel and Structural fabrication & Erection and offers a host of customized industrial metal fabrication services tailored to your project requirements.

Agreement Copies

Member of Fouad Alghanim & Sons Group of Companies



أحدى شركات مجموعة فؤاد الغانم وأولاده

Ref: AI-MN-003/2022

شركة الغانم انترناشيونال لتأجير المعدات ذ.م.م.
Alghanim International for Rental Equipment Co. W.L.L.

RECRUITMENT AGREEMENT

This Recruitment Agreement is entered on the 3rd of February 2022, by and between:-
ALGHANIM INTERNATIONAL FOR RENTAL EQUIPMENT CO. WLL, a Kuwaiti company with limited liability incorporated and existing under the laws of State of Kuwait, with commercial registration number 69456, having its address at block No 1, Building No4 Shuwaikh Industrial Area 2 Shuwaikh, with P.O BOX 2118, Safat, 13022, Kuwait. Represented herein by Mr. Eid Alowaid in his capacity as the Chairman of the Industrial Group of Fouad Al-Ghanim Group hereinafter referred to as the "Principal" or "first-party".

AND

Rokadiya Overseas
is an India based company, with a commercial registration number, B-0872/-DEL/PER/1000+/5/9254/2017 having its address at 87, 2nd floor opposite N115, ZAMRUPUR, GREATER KAILASH PART 1 NEWDELHI 110048
(License No: B-0872/-DEL/PER/1000+/5/9254/2017
TEL: +00919999788399 represented herein by - Mr. Hiren Rokadiya in his capacity as the "Owner".
Individually Referred to as the "Second Party" and collectively referred to as the "Parties".

Preamble:

Whereas the second party is a duly licensed recruiting company and declares itself as a capable, well experienced and recognized firm in successfully assisting companies in attracting, screening, interviewing, assessing candidates, and retaining employees; And WHEREAS, the Second Party is desirous to provide manpower recruitment services to the first party; And WHEREAS, the first party has accepted to engage the non-exclusive services of the second party to recruit on its behalf, the manpower required for its projects in Kuwait and other Middle EAST countries according to the terms and conditions outlined in this Agreement.

Tel: +965 22021280 Ext: 8181, 8182
P.O. Box 4819, Safat, 13049
Office 3 - Ground Floor - Building 1576
Street 15 - Block 1 - Al Rai
E-mail: ai.equipment@alghanim.com
Website: www.alghanim.com

Page 1 of 14

تلفون: +٩٦٥ ٢٢٠٢١٢٨٠ داخلي: ٨١٨٢ ، ٨١٨١
ص.ب: ٤٨١٩، الصفاة ١٣٠٤٩
مكتب ٣ - الدور الأرضي - مبنى ١٥٧٦
شارع ١٥ - قطعة ١ - الري
ai.equipment@alghanim.com

اتفاقية استقدام/خدمة

تم إبرام اتفاقية توريد العمالة هذه في 03 فبراير 2022 بين كل من :-
شركة الغانم انترناشيونال لتأجير المعدات ذ.م.م ، شركة كويتية ذات مسؤولية محدودة تأسست وقائمة بموجب قوانين دولة الكويت ، مع سجل تجاري رقم 69456 ، وعنوانها في القطعة رقم 1 ، المبني رقم 4 ، منطقة الشويخ الصناعية 2 ، الشويخ ، صندوق بريد 2118 ، الصفاة ، 13022 الكويت. يمثلها في هذا العقد السيد/ عيد العويد بصفته رئيس المجموعة الصناعية لمجموعة فؤاد الغانم المشار إليها فيما بعد باسم "صاحب العمل" أو "الطرف الأول".

شركة روكاديا أوفشور
هي شركة مقرها الهند ، ولها رقم سجل تجاري

B-0872/-DEL/PER/1000+/5/9254/2017

وعنوانها في: 87, 2nd floor opposite

N115, ZAMRUPUR, GREATER KAILASH PART 1
NEWDELHI 110048

(رقم الترخيص:

B-0872/-DEL/PER/1000+/5/9254/2017

هاتف: 00919999788399

يمثله هنا - السيد / هيرين روكاديا براديب روكاديا بصفته "مالك الشركة".
يشار إليه بشكل فردي باسم "الطرف الثاني" ويشار إليه معا باسم "الأطراف".

المقدمة

حيث أن الطرف الثاني هو شركة توظيف مرخصة حسب الأصول ويعلن عن نفسه كشركة قادرة وذات خبرة جيدة ومعترف بها في مساعدة الشركات بنجاح في جذب وفحص وإجراء مقابلات وتقييم المرشحين والاحتفاظ بالموظفين ؛
وحيث أن الطرف الثاني يرغب في تقديم خدمات توريد القوى العاملة للطرف الأول ؛ وحيث أن الطرف الأول قد وافق على الاستعانة بالخدمات غير الحصرية للطرف الثاني لتوريد القوى العاملة اللازمة لمشروعاته في الكويت ودول الشرق



أحد المال المدفوع مائة: Paid up Capital KD 11,200,000
سجل تجاري: C.R. 20115

Ref. No. HRA/21310/2023/003

MANPOWER RECRUITMENT AGREEMENT

This Agreement is made and entered into on day 2nd October 2023 by and between:

M/S. HOT Engineering & Construction Co. (Foreign Employer Code: FE5262878) a company duly organized and existing under the laws of Kuwait, having its principle place of business at Free Trade Zone P.O BOX. 2518, Safat- 13026, Kuwait
(Hereinafter referred as "First Party")

AND

M/s. Rokadiya Overseas, a company having their corporate office and principal business in India, Address 87, IInd & IIInd Floor, Greater Kailash Part-I, New Delhi – 110048, India.
Tel: 0091-9999788399
RA Ref.: RA9254 License No.: B-0872/DEL/PER/1000+/5/9254/2017
(Hereinafter referred to as "Second Party")

1. PREAMBLE

- 1.1. Whereas the First Party is an establishment in diversified activities & services in Middle East, and they are desirous of taking the recruitment services offered by the Second Party.
- 1.2. Whereas the Second Party is a recruitment company with Offices in India.
- 1.3. Therefore, it is agreed by and between the First Party and the Second Party that the above preamble shall constitute an integral and inseparable part of this agreement and upon the following terms and conditions:

2. PURPOSE OF THIS AGREEMENT

- 2.1. During the term of this Agreement, the First Party shall utilize the services offered by the Second Party that is of recruiting employees as and when required by them, under the terms and conditions of this Agreement.
- 2.2. The request for the services shall be made by the First Party as and when required specifying the full details of positions required (designation, minimum educational qualifications, experiences, and other details) by e-mail.
- 2.3. Second Party on receiving the request from the First Party shall provide them with the best candidates available for the required Jobs and Positions. For this the Second Party shall undertake the following procedures:
- 2.4. The Second Party shall screen / filter the potential candidates fully meeting the Job Descriptions provided by the First Party and keep the suitable candidates ready for the interview by the First Party's representatives.



1/5

P.O. BOX. 2518 Safat 13026, Kuwait | T. +965 2225 1818 | F. +965 2225 1619 | hotkuwait@hotecc.com | www.hotecc.com

H. P. S.



HOTECC KUWAIT - MANPOWER RECRUITMENT AGREEMENT

HR P2/RA/2.0/0923

Agreement Copies



KUWAIT & GULF LINK TRANSPORT COMPANY K.P.S.C.

شركة رابطة الكويت والخليج للنقل

MANPOWER SUPPLY AGREEMENT

This Manpower Supply Agreement (the "Agreement") is made in the State of Kuwait, on Wednesday, April 1, 2022.

By and between

(1) Kuwait & Gulf Link Transport Co., represented in this Agreement by Mr. Maher A. M. H. Marafi, of Kuwait nationality, and holder of Civil ID. number (240121700241), in his capacity as Chairman, with electing domicile at P.O. Box. 24565 - Safat. 13106 Kuwait- Telephone: 1888700 Fax: 24845926. (the "First Party")

And

(2) Rokadiya Overseas, represented by Mr. Hiren Rokadiya Indian nationality and holder of Civil ID number (287081906533) capacity as Managing director Located at 87, IInd & IIInd Floor, Greater Kailash Part - 1, New Delhi 110048, India Tel. +91- 11- 41688399, Mobile: +91 - 9999788399 (The "Second Party")

The aforementioned parties are hereinafter referred to individually as (a "Party") and collectively as (the "Parties").

PREAMBLE

WHEREAS; the First Party wishes to recruit and employ workers from India of various specialties, and the Second Party is a company specialized in recruitment and supplying administrative, technical, medical and other types of manpower from India, whether on temporarily or permanent basis, as per the needs of its clients;

WHEREAS; the Second Party agrees to satisfy the First Party's recruitment needs, subject to the terms and conditions contained herein and in accordance with the applicable laws, regulations and specifications applicable in the State of Kuwait.

NOW THEREFORE, the Parties declare their full capacity to enter into this Agreement and agree on the following:

Article (1) Preamble

The above Preamble shall constitute an integral and complementary part of this Agreement and complementary thereto.

Article (2) - Term of Agreement

The Parties agree that the term of this Agreement shall be for one (1) calendar year commencing on April 1, 2022, and shall be renewed for similar period(s) subject to the written agreement of both Parties. It is mutually agreed by that either Party may terminate this Agreement at any time during its validity by serving a thirty (30) day written notice to the other Party.

Article (3) - Notification for Employment Requests

3.1 The First Party shall inform the Second Party in writing of the categories, numbers, specifications, and salary categories of the required manpower, and issue a demand letter with such requirements when and as required.

Page 1 of 3

Manpower Supply Agreement

Ref.#: KGLTC/ROKADIYA/3111/4/2022



ت. ٢٢٢٠٢٠٠ رأس المال المصرح به والمدفوع ٣٧.٧٤٨.٦٦٦/٣٠٠ دينار كويتي
C.R. 33203
هاتف: ١٨٨٨٧٠٠٠ - ٢٢٢٤٠٠١٩ فاكس: ٢٤٨٤٥٩٢٦ ص.ب. ٢٤٥٦٥ الصفاة ١٣١٠٦ الكويت
Tel: 1888700 - 22240019 - Fax: 24845926 - P.O. Box: 24565 Safat - 13106 Kuwait



17th February 2022

RECRUITMENT AGREEMENT

This Agreement Contract executed this 17th day of February, 2022 by and between:

Kuwait Network Electronic Technology Co. with office address at 3rd Floor, Al Hamra Business Tower, Al Shuhaha Street, Sharq, Kuwait, represented herein by its Chairperson & CEO, Mrs. Reham F M T Alghanim, referred to as the FIRST PARTY.

-And-

ROKADIYA OVERSEAS, with office address at 87, 2nd Floor, Zamrudpur, Greater Kailash-1, New Delhi, 110048, represented herein by its Proprietor, MR. HIREN ROKADIYA referred to as the SECOND PARTY.

-Witnessed-

The FIRST Party is the registered Company to take workers from the FIRST Party while the SECOND Party is the registered Recruitment Agency to recruit workers internationally. Both above named parties hereby agreed with the following terms and conditions:

I. GENERAL PROVISIONS

A. FIRST Party will send Manpower Demand to the SECOND PARTY. Upon agreed to comply, SECOND PARTY will provide applications of qualified candidates; maximum of 5 days.

➤ **DEMAND:** Categories / No. required / Salaries / Terms and Conditions as per demand by the local company here in Kuwait.

➤ **APPLICATIONS:** Detailed CV's (personal details, work experiences, with pictures) Certificates . Arrangement of Audio/Video Interview, related to manpower recruitment.

➤ **Client Interview:** The second party shall make all the arrangements of client interview in India at their own cost.

➤ **PREMEDICAL CERTIFICATE:** "Fit to Work" XRAY, BLOOD PRESSURE, TUBERCULOSIS, SUGAR, HEART, PSYCHOLOGICAL.

Mrs. Reham F M T Alghanim
Chairperson & CEO



Mr. Hiren Rokadiya
Proprietor



Agreement Copies

ABDUL AZIZ S. AL-BABTAIN & SONS
General Trading & Contracting Co. w.l.l.



شركة عبدالعزيز سعود البابطين وأولاده
للتجارة العامة والمقاولات ذ.م.م.

RECRUITMENT AGREEMENT

This Agreement Contract executed this 18TH day of DECEMBER, 2022 by and between:

ABDUL AZIZ S. AL- BABTAIN & SONS General Trading & contracting Co. w.l.l, Kuwait,
with office address at Qibla-Block 11- Salah Al- Din Street 55- Al Babtain Tower, Postal Code 13006
Kuwait, referred to as the FIRST PARTY.

-And-

ROKADIYA OVERSEAS, with office address at 87, 2nd Floor, Zamrudpur, Greater Kailash-1, New
Delhi, 110048, represented herein by its Proprietor, MR. HIREN, referred to as the SECOND PARTY.

-witnesses-

The First Party is the registered Company to recruit workers from the Second Party
whiles the Second Party is a Registered Recruitment Agency to recruit workers
internationally. Both above named parties hereby agreed with the following terms and
conditions:

A. The FIRST party agrees to enter into the agreement with second party to recruit
Manpower of different categories such as skilled, semi-skilled and unskilled workers,
the numbers and qualification in regard to the manpower are to be specified by the
first party through Demand Letter.

B. First party will provide the second party a list of the required Labor/ Workers/
Manpower, which contains the following details:

➤ DEMAND: Categories / No. required / Salaries / Working Hours/ Accommodation/ Food
/ Overtime Details/ Terms and Conditions etc.

C. The second party states that the recruited labor should be qualified and matches by
the job description provided by the first party.

D. Second party will undertake to complete all the procedures such as Arrangement of
CV's, Arrangement of Client Interview, and Arrangement of Audio/Video Interview,
related to manpower recruitment.



القبلة - قطعة 11 - شارع صلاح الدين (55) - برج البابطين (بناية عبدالعزيز رقم 7)
ص.ب 599 - الكويت - تلفون : 22022254 - فاكس : 22022254
Qibla - Block 11 - Salah Al-Din Street (55) - Al-Babtain Tower (Abdulaziz Building No. 7)
P.O.Box: 599, Safat, Postal Code 13006 Kuwait - Tel.: 22022254 - Fax : 22022254
www.albabtaingroup.com.kw



المشتركة العامة | COMBINED GENERAL

A Subsidiary of Combined Group Contracting Co. (K.S.C.) | PAID UP CAPITAL KWD 500,000,000 | رأس المال المدفوع : ٥٠٠,٠٠٠,٠٠٠ دينار كويتي



اتفاقية استقدام عمالة Recruitment Agreement

This Recruitment Agreement entered into May 06, 2024.

تم تحرير اتفاقية استقدام الموظفين هذه في 06 مايو 2024

BY AND BETWEEN

بين كل من:

Combined General For General Trading & Contracting Co.
(W.L.L.), hereinafter referred to as First Party

شركة المشتركة العامة للتجارة العامة والمقاولات (ذ.م.م) ويُشار إليها فيما بعد
بالتطرف الأول.

office Address Industrial Ardiya- Area 2 Block 284 at P. O.
Box 92400 - State of Kuwait, Telephone: +965-22050333,
Fax: +965 22209965, Kuwait

عنوان المراسلات: في منطقة العارضية الصناعية - قطعة 2 - قسيمة رقم
284 ، ص.ب. 92400 - دولة الكويت - تلفون : +965-22050333 ،
فاكس : +965 22209965 ، الكويت.

Commercial address: Old Khaitan block 16 - building 16
office No. 23

عنوان التجاري: خيطان القديمة قطعة 16 المبنى 17 مكتب 23

hereby represented by Managing Director: Maher Ibrahim
Marouf

ويمثلها في هذه الاتفاقية السيد / ماهر ابراهيم معروف - بصفته المدير العام

AND

و

M/s. ROKADIYA OVERSEAS, India, hereinafter referred to
as Second Party with office Address: 87, 2nd Floor,
Opposite N- 115, Zamrudpur, Greater Kailash 1, New
Delhi, 110048, India.

شركة روكادييا لنسالة الخارجية - الهند ويُشار إليها فيما بعد بالتطرف الثاني،
وعنوانها: 87 ، الطابق 2، مقابل N- 115 ، زمردبور ، كايلاش الكبرى 1،
نيودلهي - 110048 ، الهند.

Tel: +91 11 41688399

هاتف: +91 11 41688399

Email: rokadiyaoverseas@gmail.com

البريد الإلكتروني: rokadiyaoverseas@gmail.com

hereby represented by Mr. Shri Hiren Rokadiya
As. Proprietor.

ويمثلها في هذه الاتفاقية السيد / شري هيرين روكادييا.
بصفته المالك.

WHEREAS the First Party has various projects in Kuwait and
he needs manpower (Manual & Non-Manual) to execute
these projects so he desires to engage the services of the
Second Party to recruit non manual and manual manpower
required for its projects in Kuwait.

حيث أن الطرف الأول لديه مشاريع متنوعة في دولة الكويت ويحتاج الى عمالة
يدوية وعادية وقتية وماتقنين للعمل في تلك المشاريع لذا يرغب في تكليف
الطرف الثاني بخدمات استقدام عمالة يدوية وغير يدوية مطلوبة لمشروعاته في
الكويت، ويحث أن الطرف الثاني شركة مرخصة ويقر بقدرة وخبرته ويرغب في
توريد خدمات العمالة المطلوبة للوفاء باحتياجات الطرف الأول وفقاً
والأحكام المنصوص عليها في هذه الاتفاقية

AND WHEREAS the Second Party is a duly licensed company
and declares itself capable and experienced and desirous to
provide the manpower recruitment services to meet the
requirements of the First Party in accordance with the
terms and conditions set forth herein.

Hiren Rokadiya



Shri Hiren Rokadiya



Combined General For General Trading & Contracting Co. W.L.L.
Block No. 2 Plot No. 284 - Al-Ardiyah Industrial
Zip Code 82400 | State of Kuwait.
Tel.: (+965) 2205-0333 | email: info@combinedgeneral.com
Fax: (+965) 2220-9965 | web: www.combinedgeneral.com

البريد الإلكتروني: info@combinedgeneral.com

فاكس: +965 2220-9965 | الموقع الإلكتروني: www.combinedgeneral.com

Agreement Copies



SINOHYDRO ENGINEERING BUREAU 8 CO., LTD.
C1441 Project Management

RECRUITMENT AGREEMENT

This Agreement Contract executed this 05th day of OCTOBER, 2022 by and between:

SinoHydro Engineering Bureau 8 Co., LTD Kuwait referred to as the FIRST PARTY.
-And-

ROKADIYA OVERSEAS, with office address at 87, 2nd Floor, Zamrudpur, Greater Kailash-1, New Delhi, 110048, represented herein by its Proprietor, **MR. HIREN ROKADIYA** referred to as the SECOND PARTY.

-witnesseth-

The First Party is the registered **SinoHydro Engineering Bureau 8 Co., LTD** Company to recruit workers from the Second Party whiles the Second Party is a Registered Recruitment Agency to recruit workers internationally. Both above named parties hereby agreed with the following terms and conditions:

The first party agrees to enter into the agreement with second party to recruit Manpower of different categories such as skilled, semi-skilled and unskilled workers, thenumbers and qualification in regard to the manpower are to be specified by the first party through Demand Letter.

First party will provide the second party a list of the required Labor/ Manpower, which containsthe following details:

DEMAND: Categories / No. required / Salaries / Working Hours/ Accommodation/ Food / Overtime Details/ Terms and Conditions etc.

The second party states that the recruited labor should be qualified and matches by the job description provided by the first party.

Second party will undertake to complete all the procedures such as Arrangement of

We have hereunto set our hands this 5th day of October 2022, Kuwait.

Signed:

Mr. Iukin
Project Director

Mr. Hiren Rokadiya
Proprietor



شركة المجموعة المشتركة للمقاولات
Kuwaiti Public Shareholding Company (K.S.C.) Paid up capital KWD 17,157,096.100 رأس المال المسدود ك.د. 17,157,096.100
Combined Group Contracting Co. (K.S.C.)

Date : التاريخ :

Ref. : الإشارة :

اتفاقية استقدام عمالة **Recruitment Agreement**

This Recruitment Agreement entered into 23/12/2024

تم تحرير اتفاقية استقدام الموظفين هذه في 2024/12/23

BY AND BETWEEN

بين كل من:

Combined Group Contracting Co. (K.S.C.), hereinafter referred to as First Party with office Address Industrial Ardyia - Area 2 Block 284 at P. O. Box 4819 Safat 13049- Kuwait, Telephone: 00965-22254545, Fax: 00965-24344610, hereby represented by CEO: Suliman Abdulrahman Al-Marouf.

شركة المجموعة المشتركة للمقاولات (ش.م.ك.ع.) ويُشار إليها فيما بعد بالطرف الأول، وتعدّانها في منطقة المعارض الصناعية - قطعة 2 - قسمة رقم 284 - ص. ب. 4819 الصفاة 13049 الكويت، تلفون: 22254545 فاكس: 24344610، ويمثلها في هذه الاتفاقية السيد/ سليمان عبد الرحمن المعروف - بصفته الرئيس التنفيذي.

AND

و

Rokadiya Overseas as a second party with office address: 87, 2nd Floor, Opposite N-115, Zamrudpur, Greater Kailash - I, New Delhi - 110048, India. Phone : +91-9999788399. Hereby represented by Mr. Hiren Rokadiya as a Director.

شركة روكاديا لخدمات جلب الأيدي العاملة وتعدّانها وعنوان المكتب: 87، الطابق الثاني، مقابل N-115، زام روبر، جريت كالايش - 1، نيودلهي - 110048، الهند، هاتف رقم : 00919999788399، ويمثلها في هذه الاتفاقية السيد / هيرين روكاديا بصفته المدير العام.

WHEREAS The First Party has various projects in Kuwait and he needs manpower (Manual & Non-Manual) to execute these projects so he desires to engage the services of the Second Party to recruit non manual and manual manpower required for its projects in Kuwait.

حيث أن الطرف الأول لديه مشاريع متنوعة في دولة الكويت ويحتاج الى عمالة يدوية وغير يدوية للعمل في تلك المشاريع لذا يرغب في تكليف الطرف الثاني بخدمات توريد عمالة يدوية وغير يدوية مطلوبة لمشاريعه في الكويت، وحيث أن الطرف الثاني شركة مرخصة ولها بقدرة وخبرته ويرغب في توريد خدمات العمالة المطلوبة للطرف الأول وفقاً للشروط والأحكام المتضمن عليها في هذه الاتفاقية.

AND WHEREAS The Second Party is a duly licensed company and declares itself capable and experienced and desirous to provide the manpower recruitment services to meet the requirements of the First Party in accordance with the terms and conditions set forth herein.

THEREFORE IT IS AGREED HEREBY AS FOLLOWS:

وعليه، لقد تم الاتفاق على ما يلي:

1. General Conditions:

1 - أحكام عامة:

a) The second party offer his services to the first party for the purpose of pre-selecting, recruitment, processing and mobilization of the manpower required for its various projects.

أ) يقوم الطرف الثاني بتقديم خدماته للطرف الأول لغرض الاختيار المسبق والتعيين وتجهيز العمالة المطلوبة لمشاريعه المختلفة.

Tel. : 222 54545 - Fax: 243 44610
P.O. Box: 4819 - Safat 13049 Kuwait
C.R. : 13595
www.cgc-kw.com
info@cgc-kw.com



تلفون : ٢٢٢٥٤٥٥٥ - فاكس : ٢٤٣٤٤٦١٠
ص.ب : ٤٨١٩ - الصفاة ١٣٠٤٩ الكويت
مرتب : ١٣٥٩٥
www.cgc-kw.com
info@cgc-kw.com

21

Agreement Copies



This Service Agreement is entered on the 29th Day of July 2024, between **Sobha Constructions L.L.C.** a company duly registered in Dubai, United Arab Emirates ("UAE") with license number 770369 and having address at PO Box 25654, 13th Floor, Sobha Sapphire, Business Bay, Dubai, United Arab Emirates, Telephone +971 4 4238064, Email: careersobha@sobhaconst.com

(the "Company").
And

M/S ROKADIYA HUMAN RESOURCES CONSULTANCIES CO. a company duly registered in UAE the valid license no. **948852**, valid up to **17-04-2025**, and having its address 70/A Hamsah Building, Unique World Business Centre Karama, Dubai, UAE. Mobile No +971585252699 / +919825852699 Email: hr@rokadiyaoverseas.com


(the "Recruiting Agency").

Sobha Constructions L.L.C. wishes to approve **M/S ROKADIYA HUMAN RESOURCES CONSULTANCIES CO.** as their overseas service and the "Recruiting Agency" in the capacity as Recruitment agency, has agreed to work for Selection/ Recruitment of personnel for employment by the "Company" as per conditions detailed, below.

WHEREAS the "Recruiting Agency" warrants that it is willing, competent, and qualified to perform the Scope of Work described herein.

AND WHEREAS this Agreement supersedes and replace any previous agreements, written or oral, in respect of the subject matter.

Signed for and on Behalf of
Sobha Constructions L.L.C


Signature of the authorized representative

Name: Safer Basheer Mohammed
Designation: HR Director - Transformation | HR Head


Date:

Stamp:



SOBHA CONSTRUCTIONS LLC, MBR City, Road Al Shams 1, PO Box 25654, Dubai, UAE.
+971 4 423 8064 | info@sobhaconst.com | sobhaconst.com

Signed on behalf of
Rokadiya Human Resources Consultancies Co.


Signature of the authorized representative

Name: Sandeep Nair
Designation: Director

Date: 06/08/2024

Stamp:



شركة امكو للهندسة والبناءات ذ.م.م.
IMCO Engineering & Construction W.L.L.



KNOW ALL MEN BY THESE PRESENTS:

I, **QASEM ALI MOUSA ALHADDAD** of legal age and nationality of: KUWAIT with office address at: Bld-07, Plot28 AHMADI KUWAIT in my capacity as : Proprietor of IMCO ENGINEERING AND CONSTRUCTION COMPANY, do here by appoint, name and constitute M/S. ROKADIYA OVERSEAS with office address at: 87,2nd Floor, Opposite N-115 Zamrudpur, Greater Kailash-

I New Delhi NEW DELHI DELHI INDIA 11048 represented in this act by: Hiren Rokadiya, as our true and legal representative to act for and in our name stead and to perform the following acts:

1. To recruit and engage Indian nationals on behalf of the employer.
- a. Shall be revocable on completion of the services and return to India of the employees recruited by the employer.
- b. Can be terminated on giving One month's notice to one party by the other (Subject to 2a).
- c. Power of Attorney shall be valid for the period of two years from the date of issue of this document.
2. To act on behalf of the employer in respect of such selection and travel matters pertaining thereto including dealing with the Protector of Emigrants, Government of India. This Power of Attorney.
3. To represent our company before any and all Government and private offices/agencies in the India.
4. To conduct the recruitment related activities i.e hiring and placement of Indian workers for overseas employment.
5. To recruit Indian workers as per the employment contract mandated by Ministry of External affairs and available at website <https://emigrate.gov.in>.
6. To sign, authenticate and deliver all documents necessary to complete any transaction related to such recruitment and hiring, including making the necessary steps to facilitate the departure of the recruited workers.
7. To bring suit, defend and enter into compromises in India, in my name and stead in litigations brought for or against us (our company) in all matters involving the employment of Indian contract workers for myself (our company).
8. To assume jointly and severally with the undersigned (our company) any liability that may arise in connection with the workers recruitment and/or implementation of the employment contract and other terms and conditions of the appointment as defined and spelled out in <https://emigrate.gov.in>.
9. To allow visiting the workplace and residence of the workers recruited through them for the verification of the facilities provided to the workers.

This power of attorney shall be operative with immediate effect and shall continue to remain in force until revoked as provided in paragraph 2(a) and (c) above.

HEREBY GRANTING unto my (our) said representative full power and authority to execute or perform whatsoever requisite, or proper to be done in about the premises as fully to all intents and purposes as I might or could lawfully do if personally present, with power of substitution and revocation and hereby ratifying and conforming all that my (our) said legal representative or his substitute shall lawfully do or cause to be done under and by virtue of these presents.



P.O.Box 9309 Ahmadi, 61004 Kuwait

T +965 2227 4333

F +965 2398 4708

E info@imcokw.com

C. R. No. 15566 السجل التجاري

www.imcokw.com





Agreement Copies



Khansaheb Investment Standard Recruitment Agency Agreement - Operatives

1. Definitions and Interpretations:

In these Terms of Business, the following definitions apply:

- Agreement means these Terms and Conditions as executed by the Parties.
- Candidate means an individual (worker) introduced by the Agency for the purpose of filling a vacant position held by the Company.
- Company means Khansaheb Investment LLC, Al Rashidiya - PO Box 13, Dubai - UAE and its subsidiaries.
- Agency means **Rokadiya Human Resources Consultancies CO.** License Number - 948852 represented by its Partner Manager Sandeep Nair with Office Address : 70 A, Hamsah Building, Ansar Gallery, Karama Dubai.
- Fees means the amount payable to the Agency, calculated in accordance with Clause 10 if a Candidate begins work with a Company as per the Terms of this Agreement. The fee is exclusive of VAT.
- Gross Salary means Basic Salary + Allowances, excluding commissions, and medical benefit.
- Introduction/introduced means the sharing, in any manner or format, by the Agency of any Candidate Data with the Company.
- Party means either the Agency or the Company, collectively the Agency and the Company are known as the "Parties".
- Services means the provision of permanent placement recruitment assistance in accordance with these Terms.
- Terms has the meaning provided in Article 2 below.
- Selected Workers means Candidates who have fulfilled all the job-related requirements, passed the Trade test and accepted the Offer of Employment.

2. Terms:

These Terms constitute the contract between the Agency and the Company and are deemed to be accepted by the Company by virtue of an Introduction to, or the Engagement of a Candidate or the passing of any information about the Candidate to any third party following an Introduction.

These Terms contain the entire agreement between the Parties and unless otherwise agreed in writing by a Director of the Agency, these Terms of Business prevail over any other terms of business or purchase conditions put forward by the Company.

No variation or alteration to these Terms shall be valid unless the details of such variation are agreed between the Agency and the Company and are set out in writing and a copy of the varied terms is given to the Company stating the date on or after which such varied terms shall apply.

Either of the Parties may terminate this agreement without giving any reasons by giving a written notice of (thirty) 30 days.

3. Mandate:

The Company will share each mandate to be treated as a separate assignment which provide complete information in terms of positions, budgeted cost, preferred profiles for engaging with candidates.

The Agency shall provide the Company with the resumes of potential candidates after shortlisting them through search and selection (locally or overseas) and through using the competency based interviewing and trade skills methodology at the earliest (ideally within 1-2 weeks) after the company issues a mandate for identification for its requirements.



[Signature]



المسواك لطب الأسنان
ALMESWAK DENTAL CLINICS

Recruitment Agreement

This Recruitment Agreement (the "Agreement") is made as of [January] [08th], [2023] (the "Effective Date"), between:

1- **Almeswak Dental Clinics Joint Stock Company** organized and existing under the laws of the Kingdom of Saudi Arabia, pursuant to commercial registration certificate No. 1010226985 dated 24/12/1427H, having its head office in Riyadh, AlMalqa District /524, Postal Code no. 13521 Riyadh, Kingdom of Saudi Arabia, represented by Dr. Abdullah Alkeraid, in his capacity as the CEO, hereinafter referred to as the "Employer"; and

2- **Rokadiya Human Resources Consultancies Company** organized and existing under the laws of the United Arab Emirates, pursuant to professional license certificate No. 948852 dated 19/04/2021, issued in United Arab Emirates, having its head office in Dubai, 70A, Corridor No8, Unique World Business Centre, Al Karama, UAE represented by Mr. Sandeep Nair in his capacity as Director/Manager hereinafter referred to as the "Agent";

(each individually a "Party" and collectively, the "Parties").

RECITALS

Whereas the Employer desires to recruit Indian employees under many different occupations to work for him and under his supervision to operate the dental clinics he owns around the Kingdom of Saudi Arabia as stipulated in Article 1 of this Agreement (the "Scope of Work");

Whereas the Agent is an official and authorized agent to link Indian workers with overseas employers and recruit them, and is eligible and able to perform the Scope of Work in accordance with the terms and conditions of this Agreement;

NOW, THEREFORE, in consideration of the above recitals which shall be considered as an integral part of this Agreement, the adequacy whereof is acknowledged, the Parties hereby agree to enter into this Agreement.

1. Scope of Work:

The Employer shall utilize the facilities and services of the Agent for the purpose of pre-selecting, recruiting, processing, and documenting Indian workers hired through the Agent for its operations in India.

1.2 The Agent shall make available to the employer pre-screened applicants as requisitioned. As may be agreed upon by the parties, the Employer shall have the final authority on the selection of the employees, and the selection shall satisfy the requirements of the employer for all intents and purposes.

1.3 The services of the Agent shall include, but not limited to medical examination, processing, documentation, mandatory briefing/orientation on the working and living conditions at the country of employment, facilitating documentation for travel like security and police clearance, passports, etc.

1.4 The Agent shall also when authorized in writing by the Employer, sign the individual employment Agreements which shall be binding for all parties.



info@almeswak.com

+9206000059
+966114329993

المركز الرئيسي
المملكة العربية السعودية - الرياض - حي الملقا - شارع محمد عبد العزيز النخيل
ص. ب. 395824 - الزمر البريدي 11375
شركة مساهمة مغلقة سجل تجاري 1010226985 رأس المال 500,000 ريال سعودي مدفوع بالكامل
Joint Stock Company - C.R. 1010226985 - Paid Capital 500,000 SAR

INTERVIEWS

Punjab Steel Company-Kuwait (Delhi Interview)



INTERVIEWS

VADODARA



DELHI



INTERVIEWS

JAMMU



PATNA



INTERVIEWS



INTERVIEWS



INTERVIEWS



Our Recruitment Sources Globally.

Our wings are spreading globally. We are also providing Manpower to our client companies from **SRILANKA, PHILIPPINES, BHUTAN & NAPAL**

Few Glimps of our interviews are mentioned herewith:

SRILANKA



PHILLIPPINES



BHUTAN



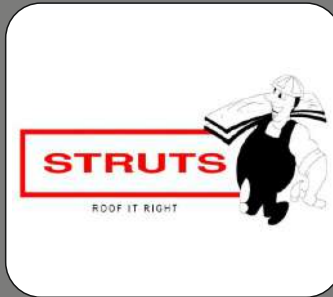
NEPAL



Our Clients



KUWAIT





KUWAIT

KGL
HOLDING



Jebley

embe
Construction Management and Building Company

المشتركة العامة
COMBINED GENERAL

FMSC
General Trading and Contracting Co. W.L.L.

فتوش
FATOOSH

بترا للأغذية
PetraFoods



مفكرة
جوبين
التكنولوجيا
JOBIN
HYBRIDOMAS COMFORT K.L.



Green Spring Co.

IHOT

شركة الدار للهندسة والإنشاءات
HOT ENGINEERING AND CONSTRUCTION CO. LLC



الأهلية
NCC
شركة التموين الأهلية
National Catering Company
General Trading and Contracting



Since 1978



JIP
Oil & Gas



LAVA
GROUP
Lava Wash Co.

De Lite
ENGINEERING CENTRE
INTERIORS | SIGNAGE | SECURITY SYSTEMS

SAFCOSTEEL
Since 1984



Gulf Supply Company Ltd.



CAMCO
GLOBAL
شركة كامكو جلوبال للتجارة العامة

hayat
communications

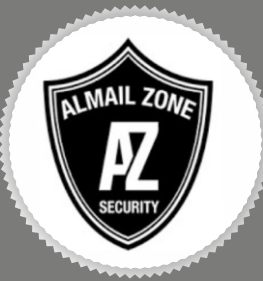
AL ZOUR
الزور الهندسية العامة والتجارة العامة
AL ZOUR ENGINEERING GENERAL TRADING CO.

dipndip®

IMCO
شركة إمكو للتجارة العامة والتجارة العامة
IMCO Engineering & Construction W.L.L.



KUWAIT





UAE

خانصاحب
KHANSAHEB

DUBAI
PROPERTIES

TRUMAX

PIC
PARKWAY GROUP OF COMPANIES

SOBHA

PROGUARD

نارسكو
NARESCO CONTRACTING

ME
مدن الإمارات لمقاولات البناء ذ.م.م.
Mudin Al Emarate Bldg. Cont. LLC

AUSTIN

CTT
CLEANERS & TECHNICIANS OF TRUST

Pine tree

Radisson

CHOWPATTY XPRESS

بلو وايف
Bluewave

الغدير للإنشاءات
Al Ghurair Construction

INFIWAY

MegaPaints
TRADING LLC

Granada
interior designers

ALENCY INTERNATIONAL
GROUP OF COMPANIES

MAJESTIC
City Retreat Hotel

Al Lahoti Garage

AL FAREEJ RESTAURANTS

GMD
TIGER
General Maintenance & Decor LLC

KARACHI DARBAR
Restaurant

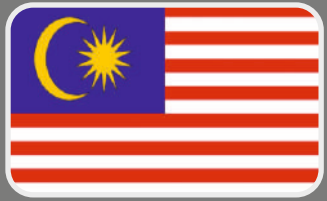
Hennessey L.L.C.

AL RABAT BUILDING
CONTRACTING LLC

SOBHA

MIRA
CONSTRUCTION

STRIVE
SERVICES GROUP



MALAYSIA



CONGO



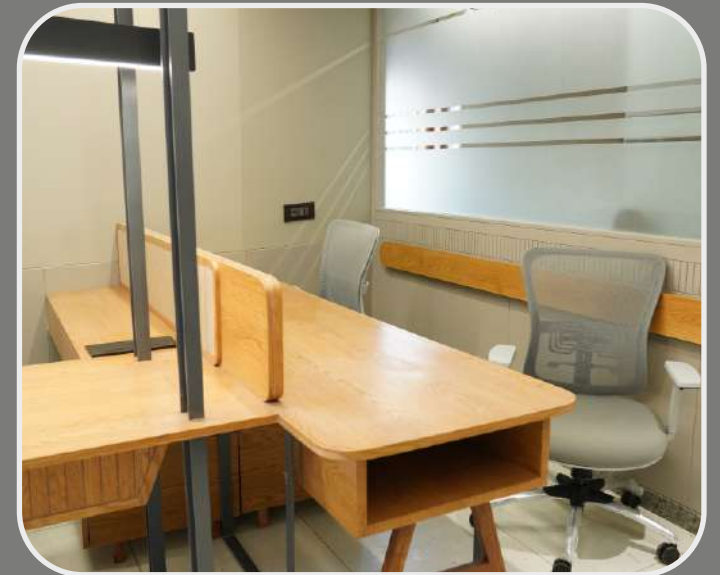
ALGERIA



SAUDI ARABIA



INDIA OFFICE



NEPAL OFFICE



Our Branches



MUMBAI

1st Floor, Shinde Building
Compound, Gali No-7
Lower Parel (W) Industrial
E State Mumbai-400013, India
022-24918399
+91-8510888399
visa@rokadiyaoverseas.com
www.rokadiyaoverseas.com



NEPAL

Ward No.-9, Gaushala
Metropolitan City
Kathmandu, Nepal



DUBAI

70-A, Unique Business World
Hasmah Building
Al Karama, Dubai
+971 - 585252699
info@rokadiyaoverseas.com
hr@rokadiyaoverseas.com
jobs@rokadiyaoverseas.com
www.rokadiyaoverseas.com



KUWAIT

+965- 99738834
info@dhahaeng.com
www.dhahaeng.com
Mazaya Tower 01 | 6th Floor | Al Murqab
Safat 13036 KUWAIT CITY

OVERSEAS MANPOWER RECRUITMENT

INDIA

☎ +91- 9999788399
✉ info@rokadiyaoverseas.com
🌐 www.rokadiyaoverseas.com
📍 87, IInd & IIInd Floor, Greater Kailash Part-I
New Delhi-110048, INDIA

KUWAIT

☎ +965- 99738834
✉ info@dhihaeng.com
🌐 www.dhihaeng.com
📍 Mazaya Tower 01 | 6th Floor | Al Murqab
Safat 13036 KUWAIT CITY

DUBAI

☎ +971- 58 525 2699
✉ hr@rokadiyaoverseas.com
🌐 www.rokadiyaoverseas.com
📍 P.O. Box-87556, Office No.70/A
Hamsah A Complex, First Floor
Ansar Gallery Building, Al Karama, DUBAI

NEPAL

☎ +977-1-4566755, +977-1-4566966
✉ hinfo@rokadiyaoverseas.com
🌐 www.rokadiyaoverseas.com
📍 Ward No.9, Gaushala, Metropolitan
City, Kathmandu, NEPAL

