**M/S EMPIRE INTERNATIONAL PVT LTD** Date: 23rd Oct 2024

Government License No. 695/063/064

Shantingar-31, Kathmandu, Nepal

**DEMAND LETTER**

Dear Sir/Madam

Concerning my / our power of attorney executed by me/us in your favour, we hereby request you to kindly supply the following category of manpower to work in your organisation

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.N.** | **Category** | **No. of Recruits** | **Gender** | **Basic salary**  **(AED)** | **Contract Period** | **Working Hour** | **Holidays** |
| 1 | Pipe Fitter | 3 | Male | 1200/Month | 2 Years | 8 Hour | Once In a week |
| 2 | Welder | 3 | Male | 1200/Month | 2 Years | 8 Hour | Once In a week |
| 3 | Fabricator | 3 | Male | 1200/Month | 2 Years | 8 Hour | Once In a week |
| 4 | Laminator/ Bonder | 5 | Male | 1000/Month | 2 Years | 8 Hour | Once In a week |

**The following terms & conditions shall be included in the contract.**

1. Period of employment : Two years (renewable)
2. Place of Employment : States of UAE
3. Air Ticket : For Joining the Company for the first time

(KTM-UAE) and then round-trip air ticket will

Provided after the completion of two years contract.

1. Visa : Provided by the company
2. Annual leave : 21days paid leave provided by the company.
3. Working Hour : 8 hrs. per day, six days per week (48 hrs. per week)
4. Overtime : As per UAE Labor Law.
5. Probation Period : 90 days from date of entry into UAE
6. Resident Permit : Provided by the company free of cost.
7. Accommodation : Provided by the Company.
8. Water, electricity & gas : Provided by the company.
9. Food : Free food or AED 300/Month food allowance provided by the company.
10. Medical Insurance : Provided by the company.
11. Transportation : Provided by the company.
12. Uniform and safety materials : Provided by the company.
13. Service Charge : Provided by the Company.
14. Service Gratuity and Levy pay : Provided by the company as per UAE Labor Law.
15. Other Terms and condition : As per UAE Labour Law.
16. Right to retain employee's passport : Employee

**Other terms and conditions are according to the approved employment contract as per the UAE labour**.

Mr. Kattakath Kunjalan Haris

Managing Director

SKY TECH GENERAL CONTRACTING - LLC

Date: 23rd Oct 2024

**POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS:

That we **M/S SKY TECH GENERAL CONTRACTING – LLC** Abu Dhabi, UAE, do hereby appoint **M/S EMPIRE INTERNATIONAL PVT LTD**, Kathmandu Nepal , a recruitment agency approved by the Government of Nepal Ministry of Labor and Transport Management, License No: **695/063/064**, to be our true lawful attorney and agent in Nepal respect of handling all the affairs with the protector of Emigrants, Government of Nepal and sign all required documents by the said officers in connection with the recruitment of **14** Person against visas as per attached list for employment with us and to arrange all matters relating to emigration, etc.

This power of attorney is made in relation to our Demand Letter dated 23rd October 2024 and valid from 23rd October 2024 to 22th October 2026 (two years) from the date of issue.

In Witness where off, we have executed this power of attorney on this day in the presence of the subscribing witnesses.

**For,**

**M/S SKY TECH GENERAL CONTRACTING – LLC**

**Managing Director**

Date: 23rd Oct 2024

**Inter party Recruitment Agreement**

This agreement made and entered into by and between **M/S SKY TECH GENERAL CONTRACTING – LLC** Duly registered under the laws of Abu Dhabi, UAE, and represented in his capacity as Director herein after referred to as the FIRST PARTY.

**AND**

**M/S EMPIRE INTERNATIONAL PVT LTD** (695/063/064). A Company duly registered to deploy manpower from Nepal and existing under the Laws of Nepal, represented by **Mr. Bijay Kumar Karki** in his capacity as **Managing Director** with business address at **Shantinagar-31, Kathmandu,** Nepal, hereinafter referred to as the SECOND PARTY.

**TERMS & CONDITIONS**

1. That the SECOND PARTY will make all the arrangement to supply manpower from Nepal, as per the request and specification of FIRST PARTY.
2. FIRST PARTY will recruit workers from Nepal through SECOND PARTY for his company and FIRST PARTY will provide agency fees to the SECOND PARTY.
3. FIRST PARTY will agree to appoint SECOND PARTY as its legal representative in Nepal for the purpose of supplying manpower (Nepali Workers) for his company and will provide all the required documents such as Power of Attorney, Demand Letter and Contract Agreement for the selected workers.
4. SECOND PARTY will be completely responsible to bring selected manpower from Nepal to Dubai-UAE and will guarantee for three months. During this period if any of the deployed workers found to be medically unfit, refused to work and got homesick, SECOND PARTY will bear all the expenses for repatriating the said workers back to his/her home country and make replacement free of charges.
5. FIRST PARTY shall make arrangements to make visa and air ticket (FREE VISA & FREE COST) for all the selected workers.
6. FIRST PARTY will provide free accommodation & transportation for the selected workers here in Dubai as per the prevailing Labor Law of the state of UAE& its own rules.
7. The First party will provide all the facilities incorporated in the demand letter to all the selected workers as per the prevailing Labor Law of the state of UAE.
8. FIRST PARTY will make all arrangements to receive all the selected workers within 25 days of issuing them he entry visa to UAE.
9. This agreement takes effect upon signing thereof by both the parties concerned.

**FIRST PARTY** **SECOND PARTY**

**M/S SKY TECH GENERAL CONTRACTING – LLC M/S EMPIRE INTERNATIONAL PVT LTD**

**Mr. Kattakath Kunjalan Haris** **Mr. Bijay Kumar Karki**

Signature: Signature:

Seal of the company: Seal of the company:

Date: 23rd Oct 2024

To,

The Director-General

Department of labour& Employment Promotion

New Baneshwor, Kathmandu, Nepal

**Subject: Letter of Guarantee**

Dear Sir,

We **M/S SKY TECH GENERAL CONTRACTING – LLC** Abu Dhabi, UAE, hereby guarantees that all the Nepalese workers recruited through our agent’s **M/S EMPIRE INTERNATIONAL PVT LTD** License No. 695//063/064, Shantingar-31, Kathmandu, Nepal, will be working in our company in UAE only throughout their contract period.

We further guarantee that these workers will not be sent to work in any other establishment or any third country during the paid of contract.

Thank you for your kind co-operation.

**For,**

**M/S SKY TECH GENERAL CONTRACTING – LLC**

**Managing Director**

Date: 23rd Oct 2024

**CONTRACT AGREEMENT**

This agreement is made and entered into **M/S SKY TECH GENERAL CONTRACTING – LLC** Abu Dhabi, UAE (herein call the company first party)

AND

MR…………………………………………. Nationality Nepalese Passport………………………. place of Issue ……………………………in his capacity as the Second Party hereby agreed the following terms and conditions.

The Second Party agreed to work with the First Party as ………………………...with the basic salary of AED………………. per month. The terms and conditions of the contract are as

1. Period of employment : Two years (renewable)
2. Place of Employment : States ofUAE
3. Air Ticket : For Joining the Company for the first time

(KTM-UAE) and then round-trip air ticket will

Provided after the completion of two years contract.

1. Visa : Provided by the company
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**Managing Director Second Party**

**M/S SKY TECH GENERAL CONTRACTING – LLC**