



"An ISO 9001:2015 CERTIFIED FOREIGN EMPLOYMENT COMPANY"

An ISO 9001:2015 Certified



COMPANY PROFILE



— "An ISO 9001:2015 Certified Foreign Employment Company" —

Oxford International Pvt. Ltd.

Oxford Complex, Kusunti height,
Ekantakuna, Lalitpur, Nepal
City: Kathmandu,
Post Box No: 2227

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website



Corporate video



"Your Satisfaction as Our Achievement."

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HD GROUP OF COMPANIES

- Oxford International Pvt. Ltd.
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IN RETROSPECT

- Happy Employees Replicates a Happy Workplace

“Human resources coupled with an emphasis on technology and professionalism is the quality structure of organization”



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ABOUT NEPAL

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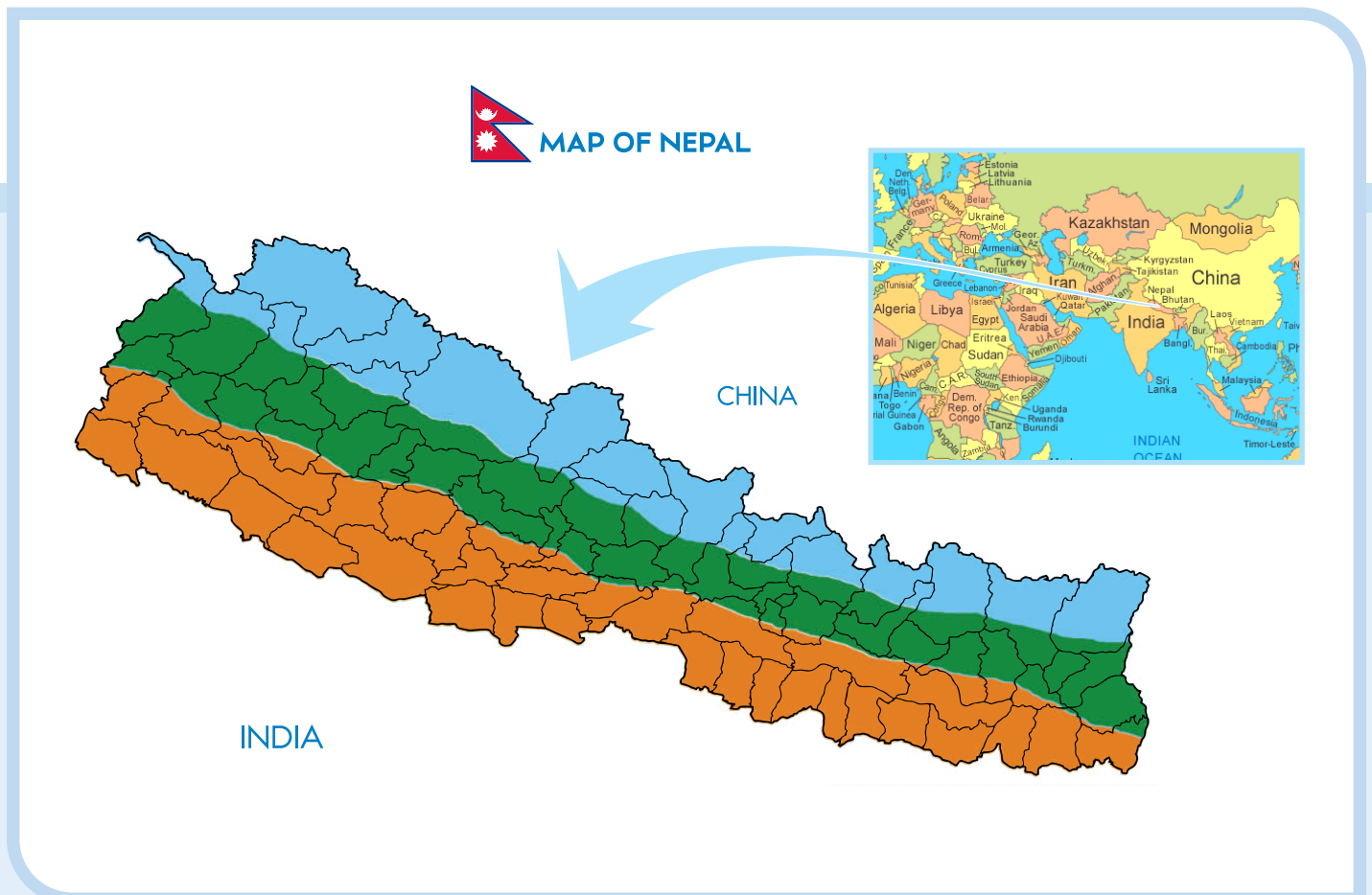


"Your Satisfaction as Our Achievement."

Introduction: NEPAL

Nepal, a land-locked country, is enclosed by China to the north and India to the south, east and west. Mapped among the Himalayas, Nepal has eight of the world's ten highest mountains, including the highest peak, Mount Everest. The climate of the country varies in accordance with the geographical features.

In spite of being a small country, covering the land of 147,516 km², Nepal is esteemed due to its elegant multi-cultural facets to the breath-taking natural beauties of Himalayas. Nepal has a diverse landscape, ranging from the humid Terai plains in the south to the mountainous Himalayas in the north that makes it one of the richest countries in terms of bio-diversity, unique geographical features and altitude variations. It is a secular country.



UNITY IN DIVERSITY

Nepal is a multi-cultural, multi-racial, multi-linguistic and multi-ethnic country. Since its inception in civilization, Nepal has been a home to diversified settlements in terms of ethnicity, religion, dialect and culture. Here people of different origin and different beliefs are all living together in peace and harmony under the shade of Nepalese sentiment.



People: Himalayan Region

The Himalayan region lies in the northern part of the country. This part is always covered with snow and people here are brave, honest, loyal, have stout physique and are hard working. Hence, they are regarded as the best personnel for security purposes.

Mount Everest, the highest point on earth has long been a place of fascination and an alluring draw for climbers and adventure seekers. Sagarmatha which also means the "Peak of Heaven" with height 8849 meters also lies in the Himalayan region of Nepal.



People: Hill Region


The Hilly region is situated in the central part of the country, where most of the cities are metropolitan/sub-metropolitan and tourist hubs. Thus, people of this region are educated and professional which makes them suitable for high-level posts.



People: Terai Region

The Terai region lies in the southern part of Nepal, which has a hot climate. People can adapt to extreme hot climates with ease and are progressive in mostly agriculture as well as trade and business.





Recruiting is hard.
It's just finding the
needles in the haystack,
you can't know enough
in a one-hour interview.

- Steve jobs -

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"Your Satisfaction as Our Achievement."



THE STORY OF OXFORD INTERNATIONAL

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"Your Satisfaction as Our Achievement."

ABOUT US

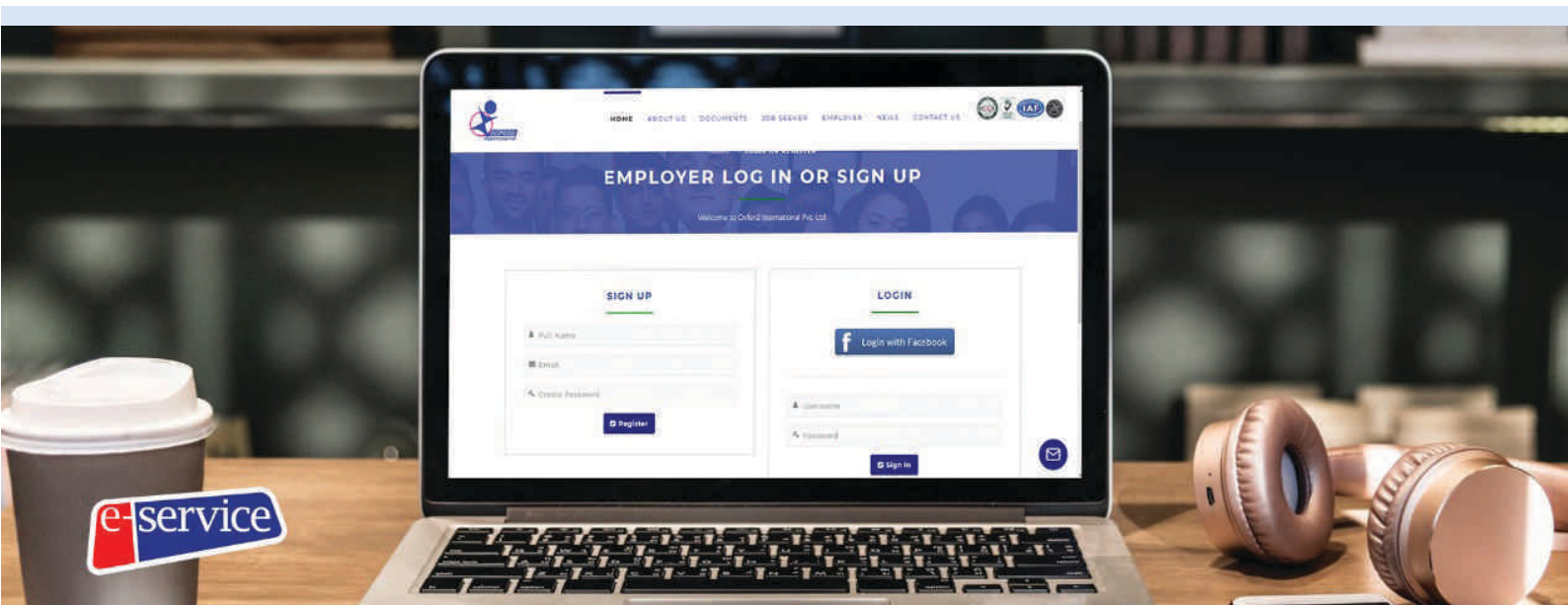
Oxford International Pvt. Ltd. is an ISO 9001: 2015 certified premium foreign recruiting company of Nepal. It is well known for its professionalism and ethical recruitment practice in the realm of Human Recruitment. The success of Oxford is reflected in our extremely satisfied clients over 15 years of service.

Oxford is considered as a top 3 recruitment company out of 852 recruitment companies in Nepal providing its services to large multinationals and big business conglomerates. The company is successful in pursuing and developing a proliferating business relationship with over 300 best companies in more than 5 countries with active deployment of above 500 qualified candidates each month. Saudi Arabia was the first country with whom we started the business with. Currently, we are the leading recruitment company for the Saudi Arabia. We are escalating our horizon covering wide range of service sectors in countries like UAE, Qatar, Kuwait,

Malaysia, Bahrain, etc. and trying our best to achieve the similar level of success in these countries as well. Oxford is a team of enthusiastic professionals with rich skills and expertise in the field of recruitment. Here we aim to create a complete human resource management system. We deliver pre-recruitment, recruitment and post recruitment aid to ensure unparalleled service for our candidates.

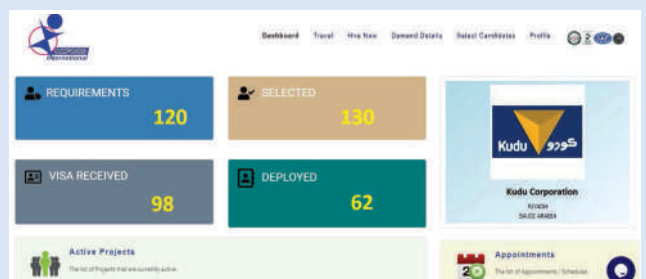
We equally value our clients and candidates, aware about the changes and need of our clients and candidates. We constantly work to bring best job opportunities to deserving candidates and make the recruitment process scientific, ethical, simple, and rewarding. We are embracing new technologies so as to provide 24/7 services to our clients and candidates. We have entrenched E-Service to revolutionize international recruitment culture. It facilitates for mini-recruitment and monitoring of candidates and implement digital recruitment management.

"Your Satisfaction as Our Achievement."



E-Service Platform for employers.

we have our own E-service portal that creates a strong technical access to enable our valued client to reach out the recruitment project without any hassle. We Provide login credentials to our client after the project starts and they can easily get access to their own dashboard which also autosynchronises and provides impromptu updates to the provides email as well as streamline project processes, improve project plan and create milestones to help meet the project in time.



ACCESS TO PROCESS & PROGRESS ON A GO

Our E-service model is specially designed for our employer for any electronic based recruiting and recruitment management activity our service includes technologies which handles any related process such as Travel process as ticket request, ticket received or cancellation with the overview of whole deployment process. The server also facilitates the hiring process with advanced feature of picking the best available candidates as per the professions from our own data base of talent pools and picking the best person for the best job. We are trying to revolutionize international recruitment culture through digitalization. We have our in-house software which provides a common digital platform for our candidates and clients. Our own server makes the entire recruitment and selection process very easy, scientific and transparent. It connects and updates our clients and candidates about each step of our processes.



Digital registration/e-documentation of candidates.



COMPANY STRATEGY

Our organizational strategy is the strategy of the company is quite simple, to be the frontrunner in the field of foreign recruitment companies of Nepal. Maintenance of viable business, dependable service and trust with our client and candidates is the prime objective of our company. To achieve this, we have establish liason offices in all 7 provinces of Nepal and support office in KSA and planning to establish in other natin as well . Meanwhile we are focusing in digitalization to make the recruitment more easier and accurate.

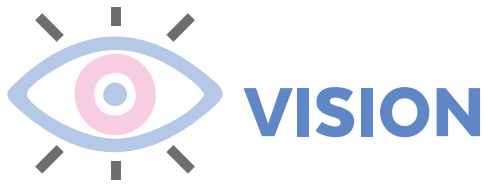


We are ardent in building mutually rewarding, eternal relationship with our clients, candidates and associates. We aspire to be recognized as a leader in this sector for all our partner countries. We are constantly evolving recruitment professionals committed to cater exceptional services to our client candidates and all other stakeholders we work with.



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“Sky is the limit”



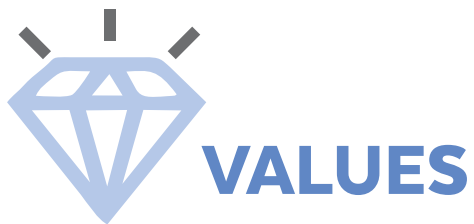
We have clarity about the need of our clients and the expectation of our candidates. We work to deliver world class professional requirement solutions, to employers & job seekers in every array of discipline. We explore all the organizational aspects, design effective strategies and deliver right candidate with right knowledge; right skill sets for our esteem clients.

We envision making and projecting Nepal as a pool of smart, skilled human resources. We see a huge scope in outsourcing our countrymen not only as conventional unskilled or semiskilled workers but also as experts in areas of hospitality, healthcare, informatics and many more. Our team of technical, logistic professionals and experienced specialists from diverse sectors guide and groom these young talented pools of candidates and deliver them to the global market.



“Vision without execution is delusion”

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We believe in treating our clients and candidates with utmost respect and conviction. We advance through ingenuity, invention and improvement. We integrate honesty, integrity and business ethics into all aspects of our business functioning.



“WHEN YOU ARE LED BY VALUES,
IT DOESN'T COST YOUR BUSINESS,
IT HELPS YOUR BUSINESS.”

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OBJECTIVE

Oxford International strives to serve as linking the missing dots between employees and employers.

Our main objectives are:

- ▶ To provide platform for deserving Nepalese people for global overseas employment.
- ▶ To give opportunity for Nepalese to work in foreign countries and develop their professional experience and enhance living standards.
- ▶ To provide globally competitive, efficient and task oriented people for our clients.
- ▶ To provide genuine services maintaining trust.
- ▶ To help the Nepal government in reducing the employment crisis, one of the major problems in Nepal.
- ▶ To contribute in nation's economic growth.

To collect the ample databases of resumes and job specification, with delegation on matching the requirement of job and quality of worker.

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ACHIEVEMENTS



Oxford International received Corporate Business Award as the **Best Manpower Company of the year 2022** from Honorable Vice-president of Nepal, Mr. Nanda Bahadur Pun.



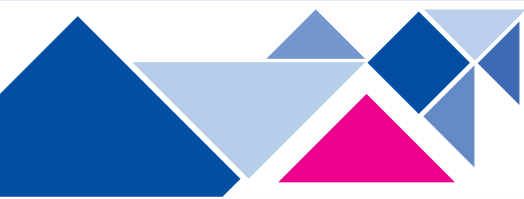
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Our achievement was published in the National newspaper “Madhyanha National Daily” on date: poush, 17 2078 (1st Jan, 2022) for being the **No. 1** recruitment company out of all 852 recruitment company by deploying the highest number of candidates .

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PEOPLE BEHIND OXFORD INTERNATIONAL

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- Chairman's Message
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"Your Satisfaction as Our Achievement."

OUR EXECUTIVE TEAM

The Oxford International executive team is a team of smart entrepreneurs and industry experts who opt for the best and most deserving candidates for our clients and their organization. We always remain acquainted with our clients throughout the whole recruitment procedure, so as to ensure effective and smooth execution of the recruitment process.





MESSAGE FROM THE CHAIRMAN

“ Miles and Miles To Go...”

Change is Inherent, As Oxford international (an ISO 9001:2015 certified company) believes to acculturate and adapt in a changing marketplace, and for us one thing that consistently stays same is our worth, dignity and regard for our clients. Our commitment in service regarding Picking the Smart and Qualified candidates among thousands of applicant and making sure they are well screened from all the corners to meet your demands in time is what makes us supreme and unique among the various best manpower companies in Nepal.

“Your Satisfaction as our achievement ”, having this motto our company confirms the quality of services that we provide to the designated nations are remarkable. We make sure our human resources are well scrutinized, interviewed and groomed by our

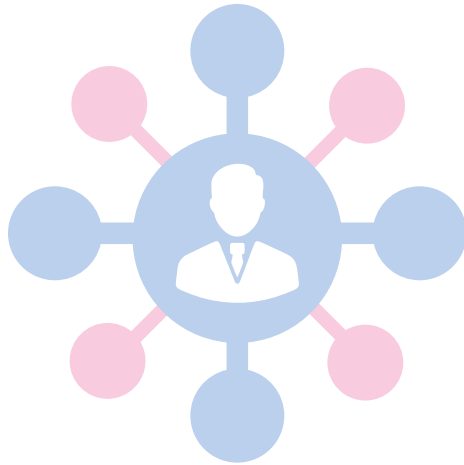
own trustworthy professional HR teams. Our dedication to work, confidentiality and operation strategy has proved successful years of outsourcing to various nations and our client’s satisfaction has motivated us to provide dedication to fulfill growing need of manpower and being the top among the hundreds of recruitment companies in Nepal.

We do show our heartfelt gratitude towards our every client for trusting us and we see longevity in our professional relations in coming days.

Best Regards,
Dr. Ishwar G.C. - Chairman

 chairman@oxfordint.com.np

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Chairman's Affiliation

Dr. Ishwar G.C

(Professional Doctoral Certificate in Global Leadership and Management)
European International University (EIU), Paris, France



Chairman/Managing Director
HD Group of Companies



President
Nepal Saudi Arabia Chamber of Commerce and Industries (NSACCI)



Charter President
Seven Star Development Centre, Baraunla Pyuthan, Nepal



Former Secretary
Nepal Association of Foreign Employment Agencies (NAFEA)



Former President
Rotary Club of Sainbu Bhainsipati, Lalitpur



Industry committee member
Federation of Nepalese Chambers of Commerce & Industry (FNCCI)



Promoter
Star Hospital & many more



OUR OPERATION TEAM

We are a team of **50+** employee highly qualified and experienced professionals integrated with modern recruitment technologies. Our organization values the human aspect in corporate culture and takes good care of employees. Through our work ethic and conviction to perform the best of our abilities; we are able to protract our superlative position in this competitive age. Our honesty, loyalty, relationship, commitment, performance, conciliation has led the foundation for our consistent service and success over the years. Our team of expert consultants is dedicated towards leveraging the business potential of our clients by offering strategic HR services.



**THINK ABOUT FUTURE,
WE MAKE IT HAPPEN.**



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WHAT WE DO?

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"Your Satisfaction as Our Achievement."

OVERSEAS RECRUITMENT

Oxford International is a leading HR professional management organization in Nepal, which has been providing overseas recruitment services to our clients in Saudi Arabia, Malaysia, Kuwait, U.A.E, Oman, Qatar, Bahrain, Europe and USA. We are providing overseas recruitment services on the following categories as: Hotel, Catering, Restaurant, Super Market, Factories, Facilities Management, Cleaning, Hospital, Security, Coffee Shop, as well as Engineering, Construction, Information Technology, Telecommunication, Healthcare, Finance/Banking, Garment and textiles, Vehicle/Heavy Equipment Operator, Auto Mechanic & Maintenance etc. Our mission is to provide our clients and candidates with the excellent recruitment services based on mutual trust and the highest professional standards driven by quality and cost consciousness.



RECRUITMENT FIELD & AREAS

Oxford International is a professional HR sourcing and recruiting company, which provides all types of human resources i.e. professional, skilled, semi-skilled and unskilled from Nepal to different companies all over the world.

PROFESSIONAL

- HR Executive
- Computer Engineer
- Safety Engineer
- Telecom Engineer
- Electronic Engineer
- Mechanical Engineer
- Electric Engineer
- Civil Engineer
- Manager
- General Manager
- Surgeon
- Chartered Accountant
- Restaurant Manager
- Doctor (General Physician)
- Chef



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RECRUITMENT FIELD & AREAS

SKILLED

- Flight Attendant
- Bakers
- Cook
- Construction Supervisor
- Supervisor
- Hospitality
- Barista
- Construction Equipment Operator
- Scaffolding Supervisor
- Pharmacists
- Laboratory Technician
- Accountant
- Nurse
- Plumber
- AC Mechanic
- Carpenter
- Electrician
- Mason
- Plant Operator

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RECRUITMENT FIELD & AREAS

SEMI SKILLED

- Steel Fixer
- Tile Fixer
- Pipe Fitter
- Welder
- Scaffolder
- Block Marker
- Plasterer
- Mechanical Helper
- Electrical Helper
- Laundry Worker
- Washer
- Security Guard
- Waiter/ Waitress
- Asst. Cook
- Commies
- Sales Man
- Shop Assistant
- Foreman
- Heavy Driver
- Soundman
- Salesman
- Front Office
- Administrative Assistant
- Computer Operator
- Cashier
- Service Crew



UNSKILLED

- Labor
- Cleaner
- Helper
- Sweeper
- Office Boy
- Factory Worker



RECRUITMENT PROCEDURE

“A total one stop solution for Human Resource Management”

We provide pre-recruitment, recruitment and post recruitment service to all client as well as our candidates. We provide individual assistance and attention to all our candidates by identifying their needs and nurture them to bring out the best of their potential and provide them with best available job opportunities. We strongly believe we are the connecting link between our clients and candidates.

Our recruitment procedure is well-structured and ensures quality recruitment and client specifications. The team of well qualified, experienced consultants and experts are assigned for the thorough inspection at various stages making the process reliable.



SOURCING METHOD

Every day hundreds of skilled talent pools visits our company and website, while many send their bio-data via SMS, website and e-mails and social media portals for the enquiry of overseas employment, drawn by the remarkable service we provide. Every information of these candidates are auto synchronized to our virtual databank though our own system these data hub (over 20000,talents) is also accessible to our valued using the login credentials and finding the best match to their talent hunt is more reliable and effective. We comply with each and very rules and laws formulated by law. We do Release advertisement for any demand as per the provided job description and receive application through advertisement released, via email; SMS and telephone that are again stored in our server .

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METHODS OF AUTHENTICATION

After the preliminary short listing, candidates are then notified via e-Service/Telephone/Mail/SMS, requesting them to report to our office for the assessment program. The assessment can be either carried out internally by our competent technical consultants or it will be conducted through an interview session by the employer's company representatives themselves.

The interview session will either be held in Face-to-Face format or if it for skilled worker we conduct trade test to weigh up and judge the candidate's mental as well as general knowledge and their competency on respective subject matter. The grading of candidates is done purely on merit basis giving equal opportunity to all candidates and is based upon factual points like their professional and general knowledge, appearance and ability to adopt along with other relevant points. The candidates so short listed are then presented to the clients or their authorized representatives for the final selection.

Here at Oxford International, we generally have three types of selecting procedure:

Interview from respective company

Online interview

Oxford operational team

DOCUMENTS COLLECTION

We collect two sets of documents from each selected candidate and on those documents, the following details are collected:

1. Complete Resume of Candidates
2. Work Experience Certificates
3. Passport- Original (if required)
4. Personal Details: Mother, Father, spouse and Children for overseas
5. Academic Certificates
6. Technical Qualification Certificates (if any)
7. Driving License (if any)



SCRUTINY OF DOCUMENTS

After the collection of documents, our Recruitment Coordinators undergo the scrutinizing part where candidates' CV's along with testimonials are thoroughly checked and verified to make sure that candidates have provided all the essential documents that supports the basic qualification for the relevant categories.

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MEDICAL EXAMINATION

After selection and MOFA process, Each candidates undergo a Medical Process at the related nations approved and authorized medical centers, Every nation has their own limited number of medical centers in Nepal. For instance there are 12 authorized medical centre under GAMCA (Gulf Approved Medical centers Association) in Nepal. Similarly For Malaysia, We have FWCMS (Foreign Workers Centralized Management System) registered medical centres It takes about 2- 3 working days to get medical reports. Only the candidates with Medical Fit Reports, Police clearance report , Original Passports, E-Wakala & other required related documents are submitted to Saudi Embassy Consulate Section in Kathmandu, Nepal for their visa endorsement. likewise there are limited authorized medical center for other nations.

MOBILIZATION

we are mobilizing candidates within three weeks of time after the pre-selection, Selection, and the visa endorsement for the final deployment .



ORIENTATION

One of the very first vital process that we carry prior the overseas deployment . The reason orientation is crucial is that to any hires, while joining any job, company or the country, the most importantly one should know the working culture, nation's culture ,rules and regulations and laws. Oxford intl prioritizes orientation programs, 3 times during the overall process,

- Before selection: Orientation regarding Job descriptions, Company, preparations and etc.
- After Selection before medical: Orientation Regarding agreement and its clauses, offer letters, medical and police clearance process.
- After Medical and before departure: All the personnel who are ready for the final departure are again provided orientation both in house and from orientation institute approved by the government which includes all the necessary flow of information that are required to the candidates while entering for foreign employment regarding their culture, rules and regulation, iqama process and other related information. This orientation program help worker to adopt in cross-culture or multi-culture environment and motivate them to be confident while they join the company .



SECRETARIAL DEPARTMENT

All the project correspondence is handled by our expertise team of secretarial department. Our Support team is always ready for the swift assistance regarding Embassy related procedures and any kind of queries, correspondence, for recruitments, besides, our team is structured and self-assured, with strong interpersonal skills and an approachable demeanour to help create a healthy bond with each other. We do arrange online meetings with the client regarding the demands discussions and also arrange a meeting of our representative of each nation to visit the respective company for further assistance and guidance .We do correspond timely regarding the interview schedules, selections, deployment process , project plan as well as project updates.

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DEPARTURE ARRANGEMENT

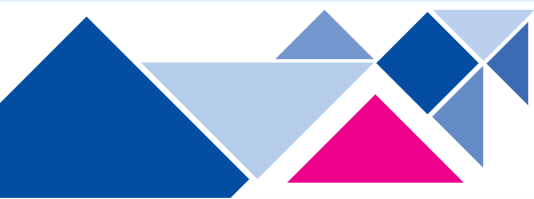
Before the departure, we make the agreement to be signed between the worker and the recruitment agency after which we make travel arrangements. This includes handing over original passport, air ticket and other necessary documents to the employee. Once they are ready to deploy, the workers are again briefed regarding the procedure to enter the airport, crossing the immigration and about the transit route during their flight to the destination. In addition, we make them know about the procedure to clear the immigration in the destination country, its rule and, regulations.



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REGULATORY DOCUMENTS

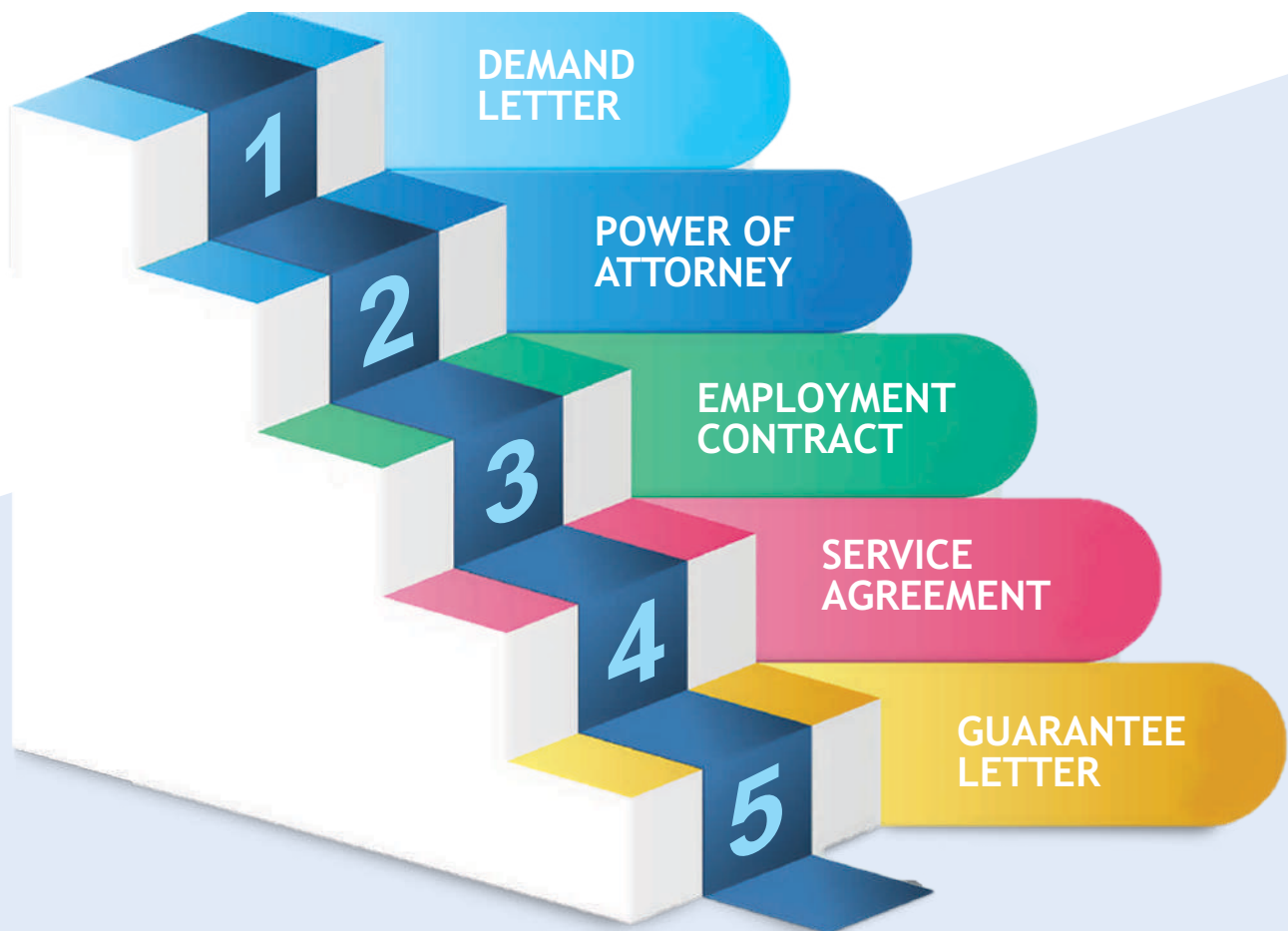
- Demand Letter
- Power of Attorney
- Employment Contract
- Service Agreement
- Guarantee Letter



"Your Satisfaction as Our Achievement."

REGULATORY DOCUMENTS

The documents vary in different countries depending on their particular laws. We follow all the rules, required process and documentation to deploy a candidate to make a hassle-free process. The general required documents at the time of hiring are as follows:



DEMAND LETTER



PANDA RETAIL COMPANY

Unified Number : 7000363213

CR Number : 4030223594

Tel : 122394000 Email : aasiry@panda.com.sa

Date : 27-10-2021

Ref Number : 2055646



<https://eservices.jcci.org.sa/#/DocumentVerify>

تم اصدار هذه الوثيقة بناء على طلب المشترك أعلاه

This document issued at the request of the subscriber

الخدمات الإلكترونية للمشتريين



شركة بنده للتجزئة

رقم المنشأة : 7000363213

السجل التجاري : 4030223594

هاتف : 122394000 البريد : aasiry@panda.com.sa

تاريخ الطلب : 1443/3/21 هـ

الرقم المرجعي : 2055646

التاريخ	20/03/1443	Date	2021/10/26
 <p>خطاب طلب</p>		<p>DEMAND LETTER</p>	
<p>السيد العزيز</p> <p>نرجو باستقدام العمالة الليالية المؤهلة للشركة والالتزام بالشروط التالية</p> <p>مجموعة تأشيرتنا أرقام</p> <p>1. فيزا رقم 1302253864 تاريخ الإصدار: 1443/03/13</p> <p>تاريخ انتهاء الصلاحية: 1445/03/12</p>		<p>Dear Sir</p> <p>We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below</p> <p>: Our block visa below</p> <p>Visa No. 1302253864 Issue date : 1443/03/13 .1</p> <p>.Expiry date: 1445/03/12</p>	
<p>Date: 11 NOV 2021</p> <p>وكسفورد الدولية الحندي، المطبوعة</p> <p>كاتماندو، نيبال</p> <p>068/067/910</p>		<p>.Oxford International Pvt. Ltd</p> <p>Kathmandu – Nepal</p> <p>910/067/068</p>	

Food Allowance	Salary (SR)	Number of workers		المهنة	Profession	SN
		Total	Female			
SR.300	SR.1000	100	0	عامل	Worker	1
		100		Total		

The following Terms & conditions shall be included in the contract

يجب تضمين الشروط والأحكام التالية في العقد المبرم بين الطرفين

1/ مدة العقد سنتين قابلة للتجديد	(Period of Employment: Two years(renewable
2/ مكان العمل في المملكة العربية السعودية	Place of employment: KSA
3/ تذكرة من كتمانكو للسعودية في بداية تعيينه بالشركة وكذلك تذكرة ذهاب وإياب عند اكتماله سنتين بالشركة	Air Ticket: Air ticket will be provided by company for joining the Company for the first time (KTM-KSA) .and & returning home after contract completion
4/ تتحمل الشركة رسوم الإقامة، ولا يتم خصمها	Visa charge is borne by Company itself and will not be deducted in workers' salary

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This electronic document fulfills the regular procedures followed by the Chamber

تم بواسطة بندر طلعت حسين حموة
أي إضافة أو كشط على هذه الوثيقة تعتبر لاغية
تعتبر هذه الوثيقة الإلكترونية مستوفية للإجراءات النظامية المتبعة
بالقرفة



DEMAND LETTER

REZA شركة رضا للغذاء (المحروقة)
REZA FOOD SERVICES CO. LTD.

Consulate General of Nepal
 JEDDAH

Ref No :
 Date : **25 September 2021**
 Name: **Oxford International Pvt. Ltd**
 Address : **Oxford Complex, Ekantakuna, Lalitpur, Nepal, Nepal Govt. Lic. No. 910/067/068**

Reg. No. GGN/Jeddah. 902829-532
 Attested by the Consulate General of Nepal,
 Jeddah, Kingdom of Saudi Arabia
 Signature: 
 Position: **Acting Consul General** خطاب طلب
 07 OCT 2021

ملف رقم :
 التاريخ: 25 سبتمبر 2021
 اسم الوكالة في نيبال : أكسفورد الدولية المحدودة.
 العنوان : مجمع أكسفورد، إكانتاكونا، لاليتور - نيبال
 رقم الترخيص : 910/067/068

DEMAND LETTER
Dear Sir / Madam
 We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below

السيدة/العزیزة.....
 نفوضكم باختيار واستخدام العمالة النيبالية المؤهلة لشركتنا وفقاً للشروط التالية:

Our block visa below
 1/ Visa No **1302213932** Issue date 2021/09/20
 مجموعة تأشيرات لثلاث اذنه
 ارقام التأشيرة 1302213932 تاريخ الاصدار 2021/09/20

S. No.	profession	Number of workers			Basic Salary and food (in digits)	Salary and food (in words)	Food Allowance	Air Ticket: For joining the Company & returning home after completion of two years' contract
		Male	Female	Total				
1.	Waiter	100		100	1350/- SR	SR. One thousand three Hundred and fifty only.	Provided Meal by Company	Provided by company

التسلسل	المهنة	عدد العمال		الراتب و الطعام بالارقام	الراتب و الطعام بالحروف	الإعاشة	تذكرة عند نهاية العقد وتذكرة عن قدمه من نيبال وكذلك بعد سنتين
		انثى	الاجمالي				
1.	مقدم طعام	100	100	1350	الف وثلاث مائة وخمسين	وجبة من الشركة	من الشركة

Page 1 of 2


 A Licence of McDonald's Corporation, Western Region, Saudi Arabia

DEMAND LETTER

3/22/22, 9:38 AM

https://mybusiness.chamber.sa/EForms/OpenLetterViewRPT.aspx

	رقم الوثيقة :	 Riyadh Chamber بوابة اصالي - خدمات التصديق الإلكتروني
	10957853	

بيانات المشترك :
Member's Detail:
 .KUDO FOODS CO
 شركة كودو للتغذية والاعاشة
 Member Id : 79923 رقم العضوية : 79923
 .C.R. No : 1010143297 رقم السجل التجاري : 1010143297
 Tel : 0114191440 هاتف : 0114191440
 Fax : 0114191322 فاكس : 0114191322
 صدرت هذه الوثيقة بناء على طلب المشترك أعله

التاريخ : 19/08/1443 هـ
 22/03/2022 م

توكيل نيبال

Date: 21 MARCH 2022

910/067/068 DEMAND LETTER	.Oxford International Pvt. Ltd Kathmandu - Nepal
------------------------------	---

Dear Sir / Madam

We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below

:Our block visa below:

Visa No. 1302522386 Issue date: 1443/08/12 Expiry date: 1445/08/11
 Visa No. 1302522746 Issue date: 1443/08/12 Expiry date: 1445/08/11
 Visa No. 1302522403 Issue date: 1443/08/12 Expiry date: 1445/08/11
 Visa No. 1302524765 Issue date: 1443/08/13 Expiry date: 1445/08/12

Reg No. NEKSA/14599-10060.
 Attested by the Embassy of Nepal,
 Riyadh, Kingdom of Saudi Arabia.
 Signature: 
 Position: Second Secretary
 Date: 05 MAY 2022

Food Allowance	Salary (in words)	Salary (SR)	Number of workers			المهنة	Profession	SN
			Total	Female	Male			
SR 300	One Thousand only	SR 1000	62	0	62	عامل مطعم	Restaurant Worker	1
SR 300	One Thousand Two Hundred only	SR 1200	10	0	10	سائق دراجة نارية	Motorcycle Driver	2
SR 300	One Thousand and Eight Hundred only	SR 1800	05	0	05	سائق حافلة	Bus Driver	3
SR 300	One Thousand Five Hundred only	SR 1500	01	0	01	مقطع لحم	Meat Slice	4

all be included in the contract

(Period of Employment: Two years(renewable) .1
 .Place of employment: Riyadh KSA .2



• تمبر هذه الوثيقة مصدقة من جهة الرياض ولا يحتاج توكيل أو تم
 • عند تعديلها أو معاقلة تمت بها تعديلات يجب تحديثها للجهة القانونية
 • يتم التوقيع من الوثيقة عبر الرابط <https://mybusiness.chamber.sa> أو تطبيق المنقلا
 • للأجهزة المحمولة أو الرقم للخدمة دون قرض مسؤولية على الجهة عن التوقيع

ملاحظة هامة : صلاحية تقديم هذا الخطاب تنتهي في 22/09/2022

DEMAND LETTER

	رقم الوثيقة :	 Riyadh Chamber بوابة أعمال - خدمات التصديق الإلكتروني
	8155263	

Member's Detail: بيانات المشترك :

Member Id : 273319 الشركة السعودية لحلوى القوى البشرية (مساهمة مغلقة)

C.R. No : 1010331000 رقم العضوية : 273319

Tel : 2247000 رقم السجل التجاري : 1010331000

Fax : 0000000 هاتف : 2247000

0000000 فاكس : 0000000

صدرت هذه الوثيقة بناء على طلب المشترك أعلاه



التاريخ : 01/12/1442 هـ
 11/07/2021 م

DEMAND LETTER
 السادة/ اكسفورد انترناشونال برايفت لمتد .Oxford International Pvt. Ltd

ترخيص رقم: 910/067/068 License No. 910/067/068
 نيبال - كاتماندو Kathmandu, Nepal

خطاب طلب DEMAND LETTER

السيدة العزيزة Dear Sir /Madam

نحن نطلب منكم اختيار واستقدام العمالة النيبالية المؤهلة لشركتنا وفقاً للشروط التالية We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below

مجموعة تأشيرتنا أدناه :Our block visa below
 رقم التأشير: 1302136521 Visa No. 1302136521
 تاريخ الإصدار: 22/11/1442 - تاريخ الانتهاء: 21/11/1444 Issue Date: 22/11/1442 Expiry Date: 21/11/144

Food Allowance	(Salary (in Words)	(Salary (SR	Number of workers			Profession	SN
			Total	Female	Male		
SR 300	One Thousand Saudi Riyals	SR 1000	100		100	Labor	.1

The following Terms & conditions shall be included in the contract

يجب تضمين الشروط والأحكام التالية في العقد المبرم بين الطرفين			
1/	مدة العقد سنتين قابلة للتجديد	Period of Employment: Two (years)(renewable)	(1)
2/	مكان العمل	:Place of employment	(2)
3/	تذكرة من كاتماندو للسعودية في بداية تعيينه بالشركة وكذلك تذكرة ذهاب وإياب عند اكتماله سنتين بالشركة	Air Ticket: Air ticket will be provided by company for joining the Company for the first time (KTM-KSA) and returning home after contract completion	(3)
4/	تتحمل الشركة رسوم الإقامة، وأل يتم خصمها من راتب العامل	Visa charge is borne by Company itself and will not be deducted in workers' salary	(4)
5/	ساعات العمل: 8 ساعات في اليوم ، 6 أيام في السبوع (48 ساعة في السبوع)	Working Hours: 8 hrs per day, 6 days per (week) (48 hrs per week)	(5)
6/	الزمن الإضافي : يحسب بواقع 5.1 على الأقل من ساعات العمل من الراتب الأساسي	Over time :Minimum 1.5 times of the salary per hour	(6)
7/	لفترة التجربة: 90 يوماً تبدأ من تاريخ دخول العامل أراضي المملكة العربية السعودية	Probation Period: 90 days from date of entry into KSA	(7)



تعتبر هذه الوثيقة محدثة من عملة الريال ولا تحتاج توقيع أو ختم .
 عند تعديلها أو محاولة العبث بها تعتبر لاغية وتعرض صاحبها للملاحقة القانونية .
 بإمكان التحقق من الوثيقة عبر الرابط <https://mybusiness.chamber.sa>
 للأجهزة المحمولة أو الرقم المودد دون أدنى مسؤولية على الفرقة عن محتوى الوثيقة

DEMAND LETTER

3/8/2021

<https://mybusiness.chamber.sa/EFForms/OpenLetterViewRPT.aspx>

	رقم الوثيقة : 7331263	 Riyadh Chamber بوابة أعمال - خدمات التصديق الإلكتروني
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Member's Detail:

Member Id : 284112
C.R. No : 1010343697
Tel : 0110027202
Fax : 0114189806

بيانات المشترك :

شركة الموارد للقي البشرية
رقم العضوية : 284112
رقم السجل التجاري : 1010343697
هاتف : 0110027202
فاكس : 0114189806

صدرت هذه الوثيقة بناء على طلب المشترك أعلاه

التاريخ : 24/07/1442 هـ
08/03/2021 م

خطاب طلب

التاريخ	24/07/1442	2021/03/08	Date
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خطاب طلب DEMAND LETTER

السيد العزيز

نرجس استخدام العمالة النيبالية المؤهلة لشركتنا وفقا للشروط التالية

Dear Sir

We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below

مجموعة تأسييرنا أدناه

1. عمال رقم 1302018354 تاريخ الإصدار : 1442/06/25
تاريخ انتهاء الصلاحية : 1444/06/24

Our block visa below

Visa No. 1302018354 Issue date : 1442/06/25,1
Expiry date: 1444/06/24

وكسفورد الدولية الجندي. المحدودة كاثماندو، نيبال 068/067/910			Oxford International Pvt. Ltd Kathmandu - Nepal 910/067/068				
Food Allowance	Salary (SR)	Number of workers			المهنة	Profession	SN
		Total	Female	Male			
SR.300	SR.1000	100	0	100	عامل عادي	Normal Worker	1
		100	Total				

The following Terms & conditions shall be included in the contract

يجب تضمين الشروط والأحكام التالية في العقد المبرم بين الطرفين

 EMBASSY OF NEPAL RIYADH
Rep. No. NEKSA/1428/4977
Attested by the Embassy of Nepal, Riyadh, Kingdom of Saudi Arabia
Signature: 
Position: First Secretary Date: 29 MAR 2021

الخدمات الإلكترونية
E-SERVICES
920004565

• عند تعبئتها أو محاولة البحث بها تعتبر لا تعبئة وتعرض صاحبها للملاحقة القانونية.
• يتم التحقق من الوثيقة عبر الرابط <https://mybusiness.chamber.sa> أو تطبيق أسدا
• الأجهزة المحمولة أو الرقم المودود دون اذن مسؤولي على الفرقة عن محتوى الوثيقة

ملاحظة هامة : صلاحية تقديم هذا الخطاب تنتهي في 08/09/2021

DEMAND LETTER



رقم الوثيقة :
9575750



شركة تمكين للموارد البشرية
Riyadh Chamber
Tankeem Human Resource Co.
بوابة أعمال - خدمات التصديق الإلكتروني

بيانات المشترك :

شركة تمكين للموارد البشرية (مساهمة مغلقة)
 رقم العضوية : 452137
 رقم السجل التجاري : 1010451749
 هاتف : 0
 فاكس : 0

Member's Detail:
 Member Id: 452137
 C.R. No: 1010451749
 Tel: 0
 Fax: 0

صدرت هذه الوثيقة بناء على طلب المشترك أعلاه

التاريخ : 27/04/1443 هـ
02/12/2021 م

التاريخ	30 نومبر 2021	30 th November 2021	Date
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خطاب طلب

DEMAND LETTER

بمعاذ الاستاذ/الاستاذة
 ندم اليكم طلب اختيار و استقدام العمالة النيبالية الموهبة لشركتنا وفقا للشروط
 التالية

Dear Sir / Madam

We request you to select and recruit the following suitable
 personnel for our company from Nepal as per the details given
 below

مجموعة تأشير ابناء
 ا / رقم التأشيرة 1302321082 تاريخ الاصدار 20/04/1443 تاريخ الانتهاء
 19/04/1445

Our block visa below

1. Visa No. 1302321082 Issue date: 20/04/1443 Expiry date: 19/04/1445

وكسفورد الدولية الجندي. المحدودة كاتماندو، نيبال 068/067/910	.Oxford International Pvt. Ltd Kathmandu - Nepal 910/067/068
--	--

Food Allowance	Salary (In words)	Salary (SAR)	Number of workers			المهنة	Profession	SN
			Total	Female	Male			
300	One Thousand Only	1000	100	-	100	عامل عادي	General Labor	01

The following Terms & conditions shall be included in the contract



DEMAND LETTER



Reference number: 20012021
 M/s Oxford International Pvt. Ltd.
 License No. 910/067/068
 GPO Box No. 2227
 Kathmandu, Nepal

DEMAND LETTER

Date: 11th December 2021

Dear Sir/Madam

We Al Mana Restaurants and Food Co W.L.L request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below.

No.	Category	No. of workers	Salary (digit)	Salary (in words)	Air Ticket for joining the company and returning home after completion of contract period provided by the company
01.	Cooker	50[Female]	QR 1,500 + Food : QR 300	One Thousand five Hundred. Plus Three Hundred	

The following Terms & conditions shall be included in the contract.

1. Period of employment : Two years (renewable)
2. Place of Employment : Qatar
3. Air Ticket : For Joining the Company for the first time (KTM-DOHA) and then Up & down air ticket will provided after the completion of two years contract.
4. Working Hour : 8 hrs per day, 6 days per week (48 hrs per week)
5. Over time : As per Qatar Labour Law.
6. Probation Period : 90 days from date of entry into Qatar
7. Visa & Resident permit : Visa & Resident permit will be provided by the company free of cost.
8. Accommodation : Free bachelor accommodation should be provided by the company
9. Water, electricity & gas : Provided by the company
10. Food : Provided by the company
11. Medical / Insurance : Provided by the company
12. Transportation (Bus) : Provided by the company (to and from the work site)
13. Uniform, and safety Materials : Provided by the company
14. Service Gratuity and Leave pay: Provided by the company as per Qatar Labour Law.
15. Service Charge : provided by the company
16. Other Term & Conditions : A per Qatar Labour Law.



Legal No. 22534/78/29
 Legation of The Embassy of Nepal
 Doha, Qatar

Faham Attache
 27-12-2021

Mithqual Abunasser
 General Manager



DEMAND LETTER

TOTO

Date: 21st March 2018

OXFORD INTERNATIONAL PVT. LTD.

P.O. Box: 6411,
Jawalakhel Chowk (Near By National Cancer Hospital),
Lalitpur, Nepal
Recruiting License no. 910/067/068

Dear Sir/Madam,

Re: DEMAND LETTER FOR RECRUITMENT OF WORKERS FROM NEPAL

We hereby appoint your company to recruit Nepal male workers for employment with our company and liaise with relevant authorities concerning recruitment.

Our recruitment terms and conditions are as follows:

1. **Number of workers** : 60 (sixty) male workers
2. **Job Description** : Factory Worker
3. **Age** : 20-35 years old
4. **Contract Period** : 3 years
5. **Basic Monthly Salary :** = RM 1,000.00

Allowance	Amount in RM
Attendance: with condition full attendance and no absent (1 st absent deduct RM100 & 2 nd absent deduct RM100)	200.00
Food:	--
Transport:	--
Shift:	--
Overtime: Estimate 26 hours x RM7.21/hour	187.46
Total:	1,387.46

6. **Working days** : Monday to Friday, Saturday based on company calendar
7. **Working hours** : 8.75 hours per day 43.75 hours per week
8. **Overtime rate:**

Normal Days	Salary x 1.5
Sunday	Salary x 2.0
Public Holidays	Salary x 2.0

TOTO MALAYSIA SDN. BHD.
(formerly known as TOTO WASHLET (M) SDN. BHD.)
(Company No. 357548-M)
Lot 74 & 76 (Part) 80, 81, 84 and 85,
Persiaran Bunga Tanjung 1,
Senawang Industrial Park,
70400 Seremban, N.S.D.K.
Tel: 06-6782506 Fax: 06-6782508

TOTO MALAYSIA SDN. BHD.
Co. No. 357548-M GST. No. 000045383680
Lot 74 & 76 (part), 80, 81, 84 and 85, Persiaran Bunga Tanjung 1,
Senawang Industrial Park, 70400 Seremban, Negeri Sembilan Darul Khasus.
Tel.: (06) 678 2506 Fax.: (06) 678 2507 / 08

02

DEMAND LETTER



Ref No: MAB-DXB/HR/MA/DL/0205
Dated: 10th May 2017

DEMAND LETTER

To,
M/s. Oxford International Pvt. Ltd.
P.O. Box : 6411, Jawalakhel,
Lalitpur, Nepal.
License No. 910/067/68.

Dear Sir,

We are pleased to inform you that we need to recruit Nepalese workers through your agency on the following terms and conditions:

S. No.	Category	No's	Basic Salary (DHs.)
1	Male Cleaners	150	AED. 900/-

Terms and Condition:

1. Accommodation : Company Provided
2. Food : Company Provided
3. Working Hours : 8 hours / 6 days a week
4. Air Passage : Joining Tickets and return air ticket every two years
5. Probation period : 6 months
6. Local Transportation : Company Provided
7. Medical : Company Provided
8. Insurance : As per UAE labor law, insured by company
9. Vacation : 30 Days per year
10. Visa / Joining : Provided by the company "FREE"
11. Overtime : As per company Rules

Note: Our Company is not charging any service charge from the candidate.

All the terms and conditions shall be in accordance with the Labor Laws of UAE.

Yours Sincerely
For MAB Facilities Management LLC.

Lana Fares
HR & Administration Manager



MAB Facilities Management LLC
T +971 4 343 4223 | F +971 4 343 4117
702, Shangri-La Offices Tower, Sheikh Zayed Road
PO Box 95811 Dubai, UAE
info@mab.ae
www.mab.ae

DEMAND LETTER



Dar Jasem Restaurants Company,

www.Darjasem.com

+965 1888070

Jahra Al Sanena Block 1 Street road 3, Building 800007, Shop 32, Kuwait

Date: 01-Dec-2021

M/S OXFORD INTERNATIONAL PVT. LTD.

Lic. No. 910/067/068

P.O. Box 2227, Kathmandu, Nepal

Demand Letter

Dear Sir,

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

S. No.	Category/Job Title	No. of Workers	Monthly Basic Salary (KD)	Period of Contract	Gender	Remarks
1	Labor	23	90	2 years	Male	
1	Light Driver	03	135	2 years	Male	

Terms and Conditions

Food:	Provided by the company
Accommodation:	Provided by the company
Joining and return air ticket cost:	Provided by the company
Visa, medical test, Kuwait's Civil ID cost:	Provided by the company
Working hours and days:	8 hours per day and 6 days per week
Medical and Insurance:	Provided by the company
Workmen's compensation insurance:	Insured by the Company
Local transportation:	Provided by the company
Service/Agency fee:	Provided by the company
Right to retain employee's Passport	Employee
Annual paid Leave	30 days in a year

Other benefits such as annual leave, over time, etc. should be in accordance with the labour laws of the State of Kuwait

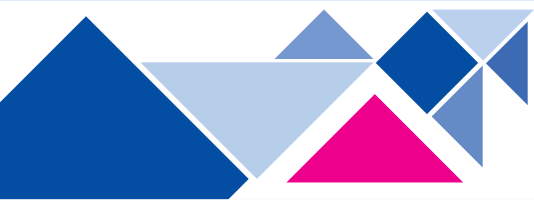
For Dar Jasem Restaurant Company

Mosaab Malbas Nada Alenezi
General Manager

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TESTIMONIALS FROM OUR SOME VALUABLE CLIENTS & TALENTS

- Mc Donald's
- Kudu Corporation
- Al Nahdi Pharmacy
- SMASCO
- Panda Retail Company
- Al Mawarid Recruitment Company
- Basanta KC., Burgerizzr Company (Talent)
- Sagar Gurung Mc Donalds company (Talent)



"Your Satisfaction as Our Achievement."

Mc Donald's

Oxford has really been very proactive and supporting throughout the hiring process and finding us the right candidate that we are seeking for our company. We really respect their professionalism in their work and the way their team, their way of presenting their service and giving their time with respect and cheerfulness is what make us stay longer with the company.

Reza Food Service Co. Ltd.

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Kudu Corporation

With above 12 years of working together, we are proudly grateful toward Oxford International Pvt. Limited which is one of the best and loyal recruiting company from Nepal. The dedication and clarity of oxford's team toward their work is the proof for their excellence in meeting our demands at right time.

Many of the diversified candidate that we have hired from oxford are well trained, smart and respectful which also reflect the cultural diversity and inclusions they follow. We are really happy to show our regards to the company's Chairman Mr. Ishwar G.C. and his team we are regularly connected with for their full support for finding us the right fit.

Kudu Corporation, K.S.A.



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Al Nahdi Pharmacy

We worked with them at a time when our organization had some significant recruitment needs. They were always available and helpful, bringing top talent to our organization for various initiatives. Their team was quite knowledgeable about our requirements and was able to meet some tight deadlines. We'd gladly collaborate with them again!

Al Nahdi Pharmacy, K.S.A.

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SMASCO

Oxford's experienced responsible and dedicated management team can be trusted upon to complete any designated assignment on time. We've been sourcing candidates with language capabilities with Oxford for a number of years and have a great working relationship with them. Oxford is a Recruiter with a high level of honesty who always takes the time to completely brief on our openings, only submitting prospects who closely fit our needs. They provide fantastic, cost-effective service, and we would not hesitate to recommend them.

Saudi Manpower Solution Company, K.S.A.



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Panda Retail Company

“Your satisfaction as our achievement”. Oxford has really been successful in meeting their motto that deprived of limited resources they have always managed to provide us the satisfactory candidates on our demands .Their Smart work has made them remarkable and recognizable in our nations. Their way of handling issues and until the process the candidates reach to us has made us sustain our relation and bonding with the whole Oxford team.

Panda Retail Company, K.S.A.

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Al Mawarid Manpower

Throughout the recruitment process that led to our employment, Oxford team was there for our company at every step, giving us advice and best practices to help us achieve. They also kept us up to date on the status of the application, which we'd never had with any other agency. They sincerely care about finding the candidates work and strive to go above and beyond their expectations. Also, our conversations were a lot of fun, which demonstrates their ability to form long-term trusting connections with candidates. Before the last step of the recruiting, we personally thanked Oxford team since, whatever the outcome, we felt extremely well supported throughout the process, and we strongly believe for our next recruitment, we will choose Oxford.

Al Mawarid Manpower, K.S.A.

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الموارد للاستقدام
Al Mawarid
manpower



GLANCE TOWARDS JOURNEY OF BASANTA K.C

My name is Basanta KC. Currently I am employed in Burgerizzr Company in Saudi Arabia as an Assistant Manager. It's been around 6 years that I have been working in this company. I started working abroad since 2010, I worked in Delloyed Industries Sdn, bhd, Malaysia for 6 years. And while looking back at when I started my abroad career, It's been like 12 years I joined as a service crew then here in Burgerizzr and now i am happily employed as a n Assistant Manager and I am really grateful for Oxford International for providing me the opportunities to work in great companies in both Malaysia and KSA.

Oxford international always supported me in all the processing. One thing that I love most about Oxford is their Grooming session both before and after selection and counseling, to every individuals before deployments, They make sure we are well known about all the working environment and culture and job duties before we join any company

I am Happy to be recruited through Oxford, and Thank you Oxford for making my career great.

Basanta KC. (Talent)
Burgerizzr Company, Saudi Arabia





My name is Sagar Gurung, I am employed at Mc Donalds, Company as a service crew since November 2021. Talking about my experience with both Oxford International and Mc Donalds company, I am very much satisfied with both. Oxford has always guided with all the processing from the very beginning for pre-interview, final interview, orientation, grooming sessions and all the required training.

Oxford is the best recruitment agency from Nepal who provide best services for foreign employment Also Mcdonalds company has provided me a lot of good opportunity for developing myself and my career.

Sagar Gurung (Talent)
Mc Donalds company, Saudi Arabia

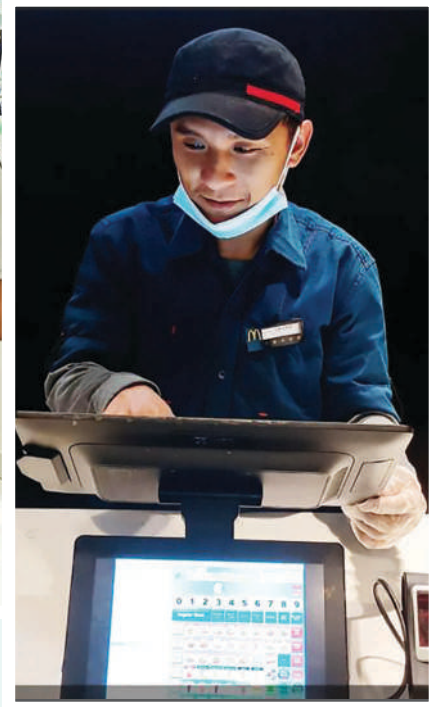
OUR TALENTS WORKING IN DIFFERENT COMPANIES



Burgerizzr
Company



Al Nahdi
Pharmacy



Mc Donald's

"Your Satisfaction as Our Achievement."

Human Resource's about having
the right people with the right abilities
in the right place at the right time.



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- Our Major Clients
- Government License
- Company Registration
- ISO Certificate



"Your Satisfaction as Our Achievement."

OUR MAJOR CLIENTS

RESTAURANTS



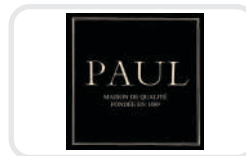
McDonald's



KUDU CORPORATION
FOR NUTRITION &
SUBSISTANCE



KFC



PAUL



BURGERIZZR



SUBWAY



BURGER KING



KAYKROO



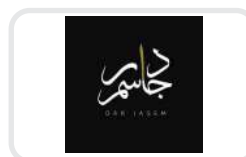
A & W



SHAWARMER



GRILL ALENNABI



DAR JASEM



DIET CENTER



TEXAS KITCHEN



JAN BURGER



GULF CATERING
FOOD FACTORY

OUR MAJOR CLIENTS

MEGA MANPOWER COMPANIES



SMASCO



AL MAWARID
MANPOWER



Tamkeen
Human Resources
Company



International
Recruitment Company
(IRC)



ARCO RECRUITMENT CO



Maharah Human
Resources Company



EMDAD



EKAL



JAL Human
Resources Company



NAS
FOR HR SOLUTIONS

SUPERMARKETS



PANDA RETAIL
COMPANY/1st



ABDULLAH AL OTHAIM
INVESTMENT COMPANY
A JOINT STOCK COMPANY



TAMIMI MARKETS



AL SADHAN
SUPERMARKET

"Your Satisfaction as Our Achievement."

OUR MAJOR CLIENTS

SUPERMARKETS



BAL SHARAF



WEST ZONE



MEED



7-SEVEN

SECURITY AND SERVICE



MK SECURITY



KAWALAN PERWIRA



ALMAJAL ARABIA



BLACK EAGLE



MAB
FACILITIES
MANAGEMENT



SRACO



INITIAL



WORKFORCE



















FITNESS TIME



ADWATRANS

OUR MAJOR CLIENTS

PRODUCING AND CONSTRUCTION

 Wangkang	WANGKANG SAUDI CERAMIC CO. LTD.	 SHADE CORPORATION LTD.	SHADE CORPORATION LTD.
 Saudi Ceramics	SAUDI CERAMICS	 ANABEEB	ARABIAN PIPELINE
 Del Monte	DEL MONTE	 BINZAGER	BINJAGER
 pepsi	AL JOMIAH BOTTLING PLANT (ABP-PEPSI)	 Assad Said for Contracting Co., Ltd	ASSAD SAID FOR CONTRACTING CO. LTD
 DELLOYD	DELLOYD	 IKK	ISLAM KABBANI
 TOTO	TOTO MALAYSIA	 BIN OMAIRAH HOLDING	BIN OMAIRAH HOLDING
 PRESS METAL®	PRESS METAL	 RAMZ Group	RAMZ GROUP
 AIRFOIL services	AIRFOIL SERVICES	 RMI Rabadh For Metal Industries	RABADH FOR METAL INDUSTRIES

GOVERNMENT LICENSE

Distributed by:
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Coat of Arm of Nepal

Office Seal

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

License No. : **910**

Date: **20 November 2019 A.D.**

LICENSE

According to the provision made by Section 11 (2), 11A and 11B of Foreign Employment Act, 2064 B.S. (2007 A.D.) and Rule 6 and 8A of Foreign Employment Regulation 2064 B.S. (2007 A.D.) and the decision made by the Department on 2076/08/04 BS (20 November 2019 AD), the following organizations have been merged to each other and maintained "**OXFORD INTERNATIONAL PVT. LTD.**", therefore, this License has been provided to you to operate the business of Foreign Employment.

Organizations having merged to each other:

S.No.	Name of Organization	License No.
1	Oxford International Pvt. Ltd.	910
2	HD.HR Pvt. Ltd.	819

Issuing Authority's
Signature: **Sd.**
Name: **Dr. Bhishma Kumar Bhusal**
Designation: **Director General**

"The Translation Copy is True and Verified"
Signature: *[Signature]*
Name: **Raju Khadka**
Date: **26 January 2021**
Certificate Number of the Notary Public: 1800
Date of Expiry of Certificate: July 25, 2024 AD
Seal of the Notary Public



ISO Certificate



Certificate of Registration

This certificate has been awarded to

Oxford International Pvt. Ltd.

Oxford Complex, Kusunti Height, Ekantakuna, Lalitpur, Nepal

in recognition of the organization's Quality Management System which complies with

ISO 9001:2015

The scope of activities covered by this certificate is defined below

Providing Recruitment Services

Certificate Number **121480/A/0001/UK/En**

A certificate number of 0001 confirms the Client has a single site Certified & has their Lead Office or Main Site in relation to the Certification with ISO. A certificate number of 0002 (regardless of a client's location) refers to a Client that has more than one site certified with ISO, in which the following statement shall apply: "The validity of this certificate depends on the validity of the registration."

Date of Issue of Certification Cycle	Issue Number	Certificate Expiry Date	Certification Cycle
20 April 2022	1	19 April 2025	1
Revision Date	Revision Number	Original Certificate Issue Date	Scheme Number
20 April 2022	0	20 April 2022	n/a

For detailed explanation for the data fields above, refer to <http://www.urs-holdings.com/logos-and-regulations>

Issued by

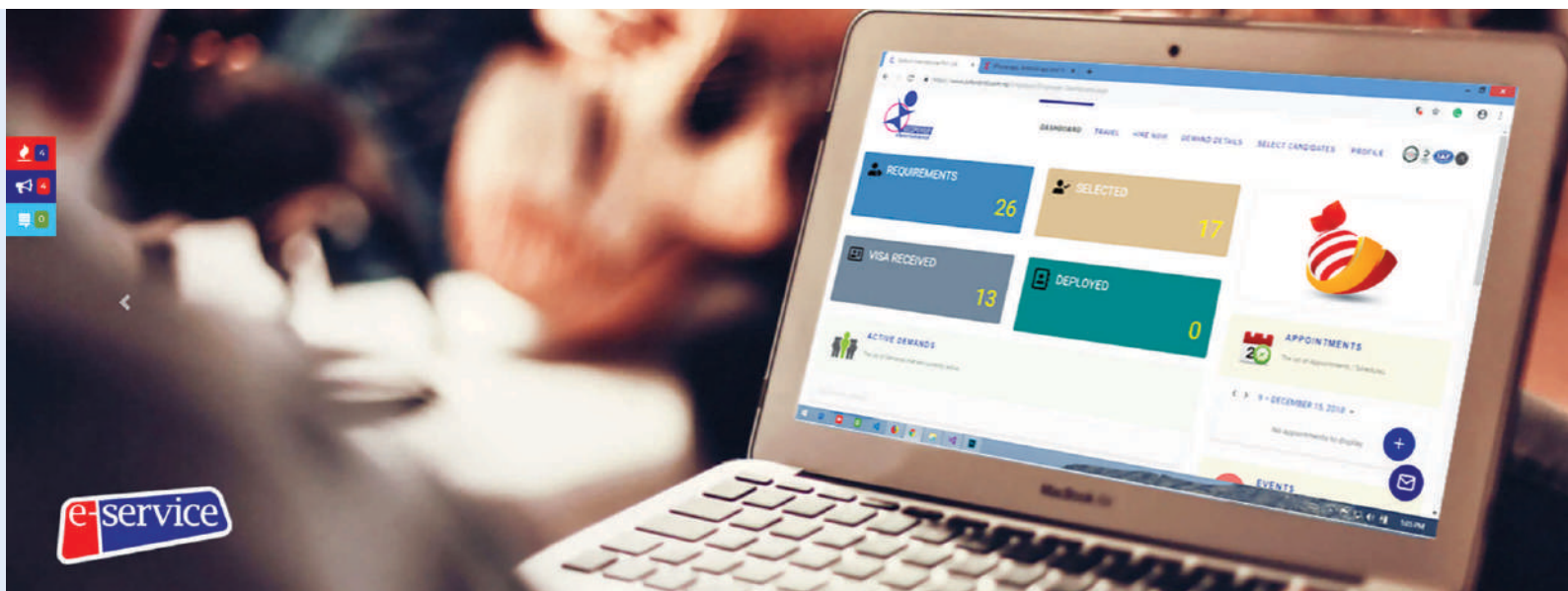
On behalf of the Schemes Manager



If there is any doubt as to the authenticity of this certificate, please do not hesitate to contact the Head Office of the Group on info@urs-certification.com. URS is a member of United Registrar of Systems (Holdings) Ltd, United House, 4 Hinton Road, Southampton, SO1 2ES, UK. Company Registration no: 3204466

TECHNOLOGY
CUSTOMER
FRIENDLY
SUPPORT
INNOVATION
POSITIVE
PRECISE
TIMELY

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HD GROUP OF COMPANIES

- Oxford International Pvt. Ltd.
- HD Industries Pvt. Ltd.
- Fortuna Healthcare Pvt. Ltd.
- Sathi Remit
- Samman Tea
- Himalaya Agriculture & Bee Farm
- Oxford Education Pvt. Ltd.
- BookingWhizz Nepal Pvt. Ltd.
- SAMMAN Tea



"Your Satisfaction as Our Achievement."



HD Group of Company is a leading conglomerate in Nepal, engaged in diversified business intervention - Manufacturing, Foreign Employment, Agriculture, Education, Healthcare & FMCG. HD has been creating diversified products and services as major market player in Nepal through the Service, Medical devices, Manufacturing & Production of network across the country.

The main motive of our Group is to help eliminate the unemployment factor and foster the employment rate of Nepal. We focus on developing our own technologies to help upscale the economy of the nation. Our Manufacturing interference focus on introduction of our own medical devices and reduce the rate of imports and take constructive steps to boost the exports of such devices to crossborder nations , which eventually create a value addition to nations GDP. Likewise our Education Network helps Build effective channels to empower students focus on their overseas study plans. Similary we have our effective focus on Fast moving consumer goos to add vitality to the daily lifestyle of People. We are Group of innovation who captures the Blue Ocean stragety to open up a new market space .We focus less on beating the competition and more on value-innovation.

HD GROUP OF COMPANIES



Oxford International Pvt. Ltd. is an ISO 9001: 2015 certified premium foreign recruiting company. It is well known for its professionalism and ethical recruitment practice in the in the realm of Human Recruitment.



HD industries is dedicated in manufacturing export quality FMCG products using domestic resources with aim to reduce import burden of the nation. It is committed to serve the motto "Made in Nepal for the Nepalese worldwide" and also to global consumers.



Fortuna Healthcare Pvt. Ltd. is a leading accredited medical equipment manufacturer of high quality and of international standard in Nepal.



Sathi Remait aims to serve as a reliable, rapid & convenient platform to exercise remittance services for people working outside & inside of Nepal through various Money Transfer.

HD GROUP OF COMPANIES



Himalayan Agriculture & Bee Farm is a sophisticated modern-day organic farming centre. The Farm incorporates the excellent blend of conventional and contemporary knowledge to improve the farming techniques and enhance the product quality and quantity in general.



Oxford Education Pvt. Ltd offers access to world class education. It also provides various training courses affiliated under Government of Nepal that includes life skills, communication skill, language courses and many more..



BookingWhizz Nepal Pvt. Ltd. allows every avid traveler and adventure seeker to experience and explore Nepal via our premium travel and hospitality solutions.



Samman Brand offers variety of teas such as CTC premium tea, Orthodox Tea, Green Tea and Masala Tea. We offer rich organic, blended premium tea that suits your health, taste, and mood so that it will lighten and brighten you up with each sip. Our teas are available in standard packages .

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IN RETROSPECT

- Happy Employees Replicates a Happy Workplace



"Your Satisfaction as Our Achievement."

IN RETROSPECT

HAPPY EMPLOYEES REPLICATES A HAPPY WORKPLACE



Employee recognition during annual program



Capacity building training



Women's Day celebration



Employee's birthday celebration



Corporate recreation tour

IN RETROSPECT



After a successful interview



Oxford Events



Client Interview at Oxford



Chairman's visit to Saudi Arabia



Chairman Visit to KSA



Annual Program celebration with Oxford Family

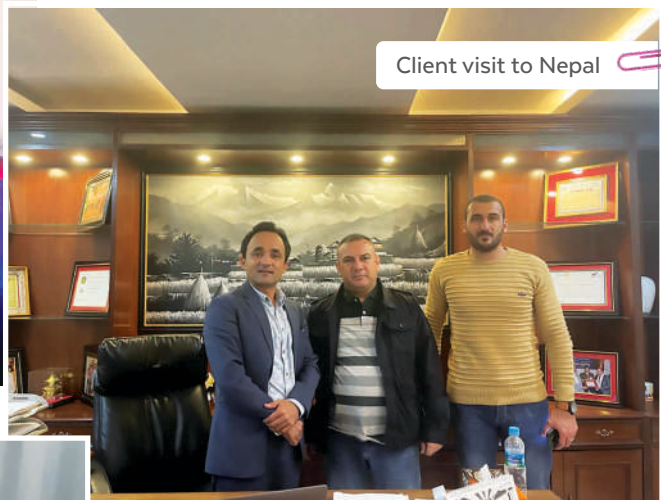
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IN RETROSPECT



Welcoming Client



Client visit to Nepal



Client visit



Client Visit for interview



MoU Signing Ceremony, Manforce group Malaysia





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