



SRIRAM

SRIRAM ENTERPRISES

Facility Management & Environment Services

Service **R**esponse **I**mportant **R**egular **A**dmin **M**aintain

Company Information

Company Name	: SRIRAM ENTERPRISES
Status of Company	: Facility Management & Environmental Services
Registration No.	: 1287 - 2009
Service TaxNo.	: ABPFS7140HSD001
GST No.	: 33ABPFS7140H1ZZ
E.S.I.Code No.	: 51-00-090810-000-1001
P.F.Code No.	: TN/AMB/67438
PAN No.	: ABPFS7140H
E-Mail	: sriramenterprises50@yahoo.com
Phone No.	: 044-27452989
Locations	: Chennai, Maraimalai Nagar.
Proprietor	: K.Nagarajan
Mobile No.	: 9994367087, 9841486860.
Web Site	: www.sriramenterprisessre.com

SRIRAM ENTERPRISES

Facility Management Services

Training forms the backbone of our service strength. All our employees are constantly trained on latest techniques, safely and proper utility of machines, equipment and materials. All our employees are covered under insurances and E.S.I., P.F. Retirement benefits in addition to statutory obligations. The Sriram Enterprises Facility Management maximizes value and provide efficient management services at minimum operation costs, maintaining high service levels.

Quality Management System



SRIRAM ENTERPRISES Facility Management follows well-defined Quality Management System and procedures.

- Provide reliable and quality intergrated Facility management Services to our clients.
- Enhance customer satisfaction through continual improvement in our Quality management System.
- Adhere to applicable statutory and regulatory requirements.
- Document Control
- Control of Records
- Conducting Management Reviews
- Competence, Awareness and Training
- Internal Audit
- Corrective and Preventive Action
- Housekeeping Services
- Pest control Services
- Ensuring Compliance of statutory obiligation pertaining to employees
- Ensuring timely and error free payment of wages to employees.

Training Programs For Employees



We have well-trained and dedicated internal Quality Auditors who will visit the sites at periodic intervals to ensure that the Quality Systems are fully operational and will perform Quality

Since we are in a customer focused and service oriented Business, we firmly believe that strength lies in understanding and fulfilling the customer requirements. We have well developed procedures for identifying the training needs and imparting systematic training and work ethics. This includes on site and off site training programs by our in house managers and professionals from formidable training consultants and original equipment Manufacturer (OEM). For instance, if the facility has elevators, then we call upon the OEM of the elevator to train our site employees with respect to conducting rescue operations care to be taken while cleaning the interiors of the lift and attending to minor breakdowns.

Housekeeping & Janitorial Services

Housekeeping services that covers janitorial & cleaning services in India is a totally new concept and we are the pioneers in offering these services here. The scope of work includes all built-up areas, common areas, cafeteria, toilets / Showers / service/ utility are as forming part of the premises.

The scope of the services includes cleaning, upkeep, preventive maintenance of building, other properties, fixtures, cleanliness of glass and partitions, facades, roads, pathways etc.

Staffing Solutions & Recruitment

A dedicated and skilled workforce makes the work easier and cost effective. SRIRAM ENTERPRISES Facility Management understands it better than any other organization and thus provides you specialized workers to execute different jobs. Rely on for out sourcing skilled semiskilled and unskilled work force.

SRIRAM ENTERPRISES Facility management provides need based support services and personnel. Also provides miscellaneous services and personnel as requires by the clients.

SRIRAM ENTERPRISES Facility management provides personnel and manpower required on rate contract basis and assist in sourcing external wherever required.

Production Support Service

A. MANPOWER SUPPLY

- Skilled - Diploma-eee, ece, dme
- Skilled - Paint shop sprayer
- Semi Skilled - ITI-fitter, welder, turner, sheetmetal
- Unskilled - 10th, +12



B. ENVIRONMENT SERVICES

1. General housekeeping

- Administrative office cleaning
- Conference cleaning

2. Plant housekeeping

- Toilet cleaning
- Canteen cleaning
- Dish was cleaning
- Shopfloor cleaning

C. Support Services

- Driver
- Mp&l
- Function arrangement
- Receptionist

3. Paintshop housekeeping

- Acu cleaning
- Spray booth cleaning
- Oven cleaning
- Paint mix room cleaning
- Production area cleaning
- STP, ETP, RO

D. Additional Support Services

- Travels

Why Sriram Enterprises ?

- Homespun Company delivering international standard services.
- Has the unique strength of having all sets and resources in house thereby having direct control, efficient delivery and single point responsibility
- No tradition contractual and additional sub-contractor Margins as all resources are in-house and multi-skilled
- Proven and tested process and system in place
- Total transparency.

Our Quality Policy is

- Provide reliable and intergrated Facility Management Service to our Clients.
- Enhance customer satisfaction through continual improvement in our Quality Management System.
- Adhere to applicable statutory and regulatory requirements.

Our QMS talks about Procedures for

- Document Control
- Control of Records
- Conducting Management Reviews
- Competence, Awereness and Training
- Internal Audit
- Corrective and Preventive Action
- Housekeeping Services
- Pest Control Services
- Ensuring Compliance of statutory obligation pertaining to employees
- Ensuring timely and error free payment of wages to employees.

Process Flow Management

Once a property or a Facility is handed over to **SRIRAM ENTERPRISES**, for Facility Management, the process of taking over and operation is carried out in the following way.

- Deployment of manpower as per service Level Agreement
- Take over documentation and snag list report preparation
- Asset register preparation
- History card preparation
- Customization of preventive maintenance and service schedules
- Implementation of quality Management System in to utility
- Routine day operations as per client's requirements and
- Service Level Agreement
- Operation review meeting with client for improving the services
- Implementation of decision taken during review meeting
- On site and off site traning programds for the employees
- Advise / prepare O & M Budget

Garden & Lawn Maintenance

- Day to day maintenance-watering
- Pruning of hedges/plants
- Lawns maintenance and grass cutting
- Periodical de-weeding
- Periodical supply of manure and nutrition
- periodical pesticide control
- periodical replacement of indoor potted plants.



Housekeeping & Janitorial Services

1. **SRIRAM ENTERPRISES** enter into contract for one year, which can be renewed
2. In case of termination of contract one month notice has to be given either side.
3. Any increase in the minimum wages, Dearness Allowance, ESI, and PF of any statutory obligation will have to be borne by the principal employer.
4. Canteen facilities if any may be extended to our staff and workmen while on duty on subsidized rates.
5. Payments for National and festival holidays have to be made by the principal employer.
6. All the statutory requirements towards ESI/PF will be taken care by us.
7. Bills will be submitted on 3rd of every month and request the principal employer to make the payments on 5th by way of Cheques/DD drawn in favour of **SRIRAM ENTERPRISES**
8. Our rates are 8 hrs duties with one weekly off.
9. In case of accidents to our contract workmen, First-Aid will be given by the company and thereafter sent to ESI for further treatment.
10. Our contract workmen should not be allowed to go out of company's premises without our authorization or company's permission during working hours.

STP, ETP AND R.O.

Operations & Maintenance Services



- Water Treatment Plants
- Wastewater Treatment (ETP/STP)
- Integrated Water Resources Planning and Management for Industries, Industrial Estates.
- Consultancy for Water, Wastewater and Environmental Management.
- Design and detailed Engineering for Water and Wastewater Systems including Recycling and Zero Discharge.
- Troubleshooting and Up-gradation of Existing Systems.
- Annual contracts for Maintenance and Operation, Spares and Services.
- Domestic and Community Drinking Water Systems Including RO Plants.
- Industrial Water Treatment Systems (PSF and ACF).
- Swimming pool Water Treatment Systems.
- Sewage, Effluent and Common Effluent Treatment Plants.
- Resource Recovery and Reuse, Conservation System.
- Zero Discharge plants.
- Anaerobic Digesters.
- Ultra Filtration Systems.

Sewage Treatment Plant

Our Consultants have Experience in execution and operation and maintenance of Sewage Treatment Plants. Our Technical head has vast experience in operation & maintenance of several Sewage Treatment plants of capacities ranging between 110mld/day Chennai Metropolitan Water Supply and Sewerage Board.

Industrial Effluent

Our experienced person in execution of several industrial Waste Water Treatment Plants for ETP, STP and R.O.

Drinking Water Treatment

Water treatment is, collectively, the industrial-scale processes that makes more acceptable for an end-use, which may be drinking, industry, or medicine. Water treatment is unlike small-scale water sterilization that campers and other people in wilderness areas in practice. Water treatment should remove existing water contaminants or so reduce their concentration that the water becomes fit for end-user, which may be safely used.

Our Strength in Environmental

Qualified Consultant having 15 years experience in ETP,STP and R.O.including 5 years in Gulf worked as plant in charge in Oman World largest De salivation Plant and Area in charge in Qatar Government STP of 100 mld plant.

Statutory Requirements

SRIRAM ENTERPRISES is the strictly law abiding management services and comply with all the statutory requirements laid down under various labour laws:

- The payments of wages Act,1936
- The Minimum Wages Act,1948
- The Contract Labour (Regulations and Abolition) Act,1970
- The Employees Provident Funds and Miscellaneous Provision Act,1952
- The Employees state insurance Act,1948
- The Factories Act,1948

We are holding ESI and Pf Registration for our firm.We are maintaining all the records as required under Govt.Laws

We would request you to consider my offer favorable and assure you for
"THE BEST QUALITY OF SERVICE"

Thanking you

Our Valuable Clients

FOXCONN

MATE

Ford

TATA **FICDA**

SMT
TSMT Technology(India) Pvt Limited

JBM Group
Our milestones are touchstones

NOVARES
Beyond plastics

Rane **NSK**

SANWA SYNERGY

Satven
Satyam-Venture
Engineering Services Pvt Ltd

TAGORE MEDICAL COLLEGE & HOSPITAL
RATHINANGALAI, VANDALUR (P.O.) CHENNAI - 600 042

TAFE

TVS

CooperStandard

Huf

SKM

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