**Date: - ……………**

**POWER OF ATTORNEY**

**GULF STAR OVERSEAS PVT.LTD**

**Govt.Lic .No.1011/068/069**

**Samakhosi -10 Kathmandu Nepal**

**Tel:977-1-4970001,4970002,4970003**

**Fax: 977-1-4970003**

Known all by these present that we **…………………..** appoints M/S GULF STAR OVERSEASPVT.LTD license number 1011/068/06**9**, Kathmandu, Nepal approved by the govt.of Nepal, Ministry of Labor and employment, department of foreign employment under Reg Lice. No 1011/068/069 to be our true and lawful attorneys and agent in Nepal with respect to handling all the attorneys concerning recruitment completion or immigration formalities including deposits of security registration fees etc. with the protector of immigrants government of Nepal to signing all necessary documents required by the said office in connection with the requirement of person for the service in the above said company as also to arrange their passport passage and other such formalities..

In witness are having executed this agreement dated **29-09-2021** in the presence of the subscribing witness

**Issue date of power of Attorney: 29/09/2021**

**Expiry date of power of Attorney: 28/09/2023**

**Validate: for 2 years**

Thank you,

Signature:

Name: ……………..

Post: General Manager

Company Seal:

**Date: ………………….**

**DEMAND LETTER**

**To,**

**GULF STAR OVERSEAS PVT.LTD**

**Govt.Lic .No.1011/068/069**

**Samakhosi -10 Kathmandu Nepal**

**Tel:977-1-4970001,4970002,4970003**

**Fax: 977-1-4970003**

Dear Sir,

This is to request you to select and recruit the below categorized of worker on behalf of company at given below terms and condition against our block visa no Id Number… Date …………………. as per attached visa slip.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S. No** | **Profession** | **visa Number** | **Number of workers** | | **salary (….)** |
| **Male** | **Female** |
| **01** |  |  |  |  |  |
| **Total** | |  |  |  |  |

**TERMS AND CONDITIONS:**

1. Period of Contract : 2 years (Renewable)
2. Accommodation: Provided by the company
3. Transportation: Provided by the Company
4. Medical and Insurance: Provided by the Company
5. Food: Provided by the company
6. Air Ticket: Joining air ticket provided by the Employer.

Return Air Ticket after completion of contract.

1. Working Hours: 8 hrs./Day, Six days a week
2. Probation period 3 months
3. Other Benefits: As per …….. Labor Law.
4. Service Charges: **Not provided by the company.**
5. Residential Permit: Provided by the Company.
6. Visa : Provided by the Company free of cost
7. Leave: 21 days per years.
8. Holidays One day in a week
9. Other term and condition According to the ……… Labor Law

This Demand letter is valid for recruitment of (….) persons

Thank you,

Signature:

Name: …………………

Post: General Manager

Company Seal

**Date…**

**To,**

**The Director General,**

**Department of Foreign Employment**

**Ministry of Labour**

**Nepal.**

**Subject: Guarantee Letter**

Dear Sir,

We do conform to recruit … no’s Nepalese worker through **M/S GULF STAR OVERSEASPVT.LTD license number 1011/068/069Kathmandu,** Nepal for our company only under our management. We shall guarantee you for this recruited worker who will not be transferred to any other company /country beside our company as they will be working with us according to company agreement at all. This is the visa No ……………………….. ID No ………………………….. for the following Company.

Thank you,

Signature:

Name: …………………

Post: General Manager

Company Seal:

**Date…**

**Inter party Recruitment Agreement**

This agreement made and entered into by and between **………………..**, Riyadhregistered under the laws of ………………, with business address at, Saudi Arabia and represented by **Mr** **………………………..** in his capacity as Sponsor herein after referred to as the FIRST PARTY.

**AND**

**M/s. GULF STAR OVERSEASPVT.LTD license number 1011/068/069,** A Company duly registered to deploy manpower from Nepal and existing under the Laws of Nepal, with business address at **Kathmandu, Nepal** herein after 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.
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 Saudi 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 for all the selected workers.
6. FIRST PARTY will provide free accommodation & transportation for the selected workers here in ……… as per the prevailing Labour Law of the state of Saudi & 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.
8. .FIRST PARTY will make all the arrangements to receive all the selected workers within 25 days of issuing them he entry visa to ………...
9. This agreement takes effect upon signing thereof by both the parties concerned.
10. **Service charge will not provided by Nepal recruitment.**

**Second Party**

GULF STA OVERSEASPVT.LTD

…………………….

**First Party**

**……………………**

………………………

General Manager

**Date: …………….**

**Employment Contract**

This agreement is made between **…………………………** (here in after called this company in his capacity as First party). MR……………………..………………………. Nepali nationality holding passport………..……………In his capacity as the Second Party hereby agreed the following terms and condition. The Second Party agreed to work with the First Party .Other Terms and Condition are as Follow.

1. **Basic Salary per month** :
2. **Profession** : …………………………….
3. **Period of employment** : Two years (renewable)
4. **Place of employment** : …………
5. **Probation period** : Six (6) months
6. **Working hours per day** : 08 hours per day/6 days a week
7. **Accommodation** : Provided by the Company
8. **Transport** : Provided by the Company
9. **Food** : Provided by the Company
10. **Joining Air Ticket** : Provided by the Company
11. **Return Ticket :** After completion of Two years
12. **Medical benefits** : According to ………. labor law
13. **Leave benefits** : 21 days per years.
14. **Provision in regard to renewal of contract** : According to …………... labor law
15. **Visa :** Provided by the company

**Employee**

Name: ………………………………………

PP NO:………………………………

**Employer**

For