



COMPANY PROFILE

18 years in the industry



**NAAZ
OVERSEAS**

2021 / 2022

INTRODUCTION

Our business is about people. People are every company's greatest asset. Valuable assets in our trade mean employees who are prepared for the job and capable of making impactful contributions to their employers. We are successful when our candidates are able to fulfill the potentials, when the motivation born from placing candidates in the right positions helps companies to achieve their visions and attain their goals.

We actively recruit across Nepal's vast geographic and social sphere. Our candidates come from rural farming communities, local industries and academic circles. All of them share the strength and character that international employers recognize as what it means to be Nepali - a resilience resulting from living in a developing nation where power shortages and a fragile infrastructure force communities to accept hardships as a part of daily life.

A courageous spirit is woven through the fabric of Nepal's great history. Legends abound of the rugged livelihoods of remote mountain-dwelling communities, and of the famous Gurkha soldiers, world renowned for their bravery. Stroll through one of Kathmandu's ancient royal squares and you can witness the artistry that runs in the blood of Nepali people. The ornamental carvings and repousse speak of hands that have left us with a timeless example of craftsmanship that transcends mere utility.

This history of thriving in the face of adversity has shaped the modern Nepali workforce, and as this generation continues to seek job opportunities abroad, the reputation for steadfast determination hasn't faded. That's why international employers continue to seek qualified candidates from Nepal. Our job as a staffing agency is to maintain the legacy of Nepal's diverse workforce, matching skills and qualifications with the opportunities to achieve real results. This is the difference we make with every candidate we place.

WHO WE ARE

This NAAZ Overseas is manage and run by a group of professionals who spent 18 years already in this Recruitment Industries. This group is placed over 25000 Nepali Male and Female worker to different Countries like Middle East, Malaysia, Europe and Africa. We have successfully placed Nepali male and female workers in various sector like Service and Hospitality sector, Garment Industries, Construction and MEP Security Guards including skilled, semi-skilled and unskilled workers. We are true and committed Experience Professional and fulfil all requirements of our valuable clients.

Our abysmal indulgent of the business and is the endowment required to meet those needs, provides us with a better approach to matching the right individual to the job with the better outcome of our clients. We NAAZ Overseas runs a nationwide network of offices in numerous districts and territories and is the proficient in recruitment for Administrative, Industrial, and Production. Construction and skilled Trades talent.

OUR PARTNERS

Naaz Overseas Pvt. Ltd has large network of international clients located in Malaysia, South Africa, Europe and the Middle East. We supply qualified personnel to a wide range of industries including skilled and unskilled labor, retail, hospitality, medical, transportation and security. Though our recruiting efforts are focused in Nepal, we can source qualified applicants from other countries per desires

We work hard to stay at the forefront of our industry, remaining flexible and able to adapt as the requirements of our international partners evolve. We continually analyze our recruiting process to ensure our candidates are prepared to succeed in the modern work environment. Always expanding our reach to our partner agencies abroad, we provide job seekers with the best opportunities available.



SOME OF OUR PARTNERS



AMPHENOL
SDN. BHD



ARYZTA MALAYSIA
SDN. BHD



CENTRAL MEDICARE
SDN. BHD



YTY GROUPS



GREEN
PROSPECTS



ROBERT BOSCH
(M) SDN. BHD



ESCATEC
ELECTRONICS
SDN. BHD



IBIDEN ELECTRONICS
SDN. BHD



BENCHMARK
SDN. BHD



ITW MERITEX
SDN. BHD



KAO DENKO
(MALAYSIA)
SDN. BHD

PEOPLE, KNOWLEDGE, NOVELTY

These three words embody the values that shape our customer relationships. We focus on placing our candidates in positions that match their unique skills, personalities and desires. We share our knowledge with our clients and partners to help make effective human resource decisions along every step of the process. Our experience allows us to use a novel approach to recruiting and staffing – improving and refining the process through creativity and innovation.



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WORKFORCE DEVELOPMENT

As technologies evolve, employers are increasingly in need of highly skilled and technically capable workers. Without the necessary training, many eligible workers may be unable to satisfy employers' needs due to lack of knowledge and skills. Naaz Overseas (P) Ltd has pioneered many programs providing local communities with the training required to satisfy the growing demand for skilled personnel.

REQUIRED DOCUMENTS

Naaz Overseas (P) Ltd assists in the preparation and processing of all necessary paperwork involved with international job placement. The Government of Nepal requires the following documents for Nepali citizens seeking employment with companies overseas:

- Demand letter
- Power of attorney
- Guarantee letter
- Employment contract
- Agreement paper

OUR LEGITIMATES

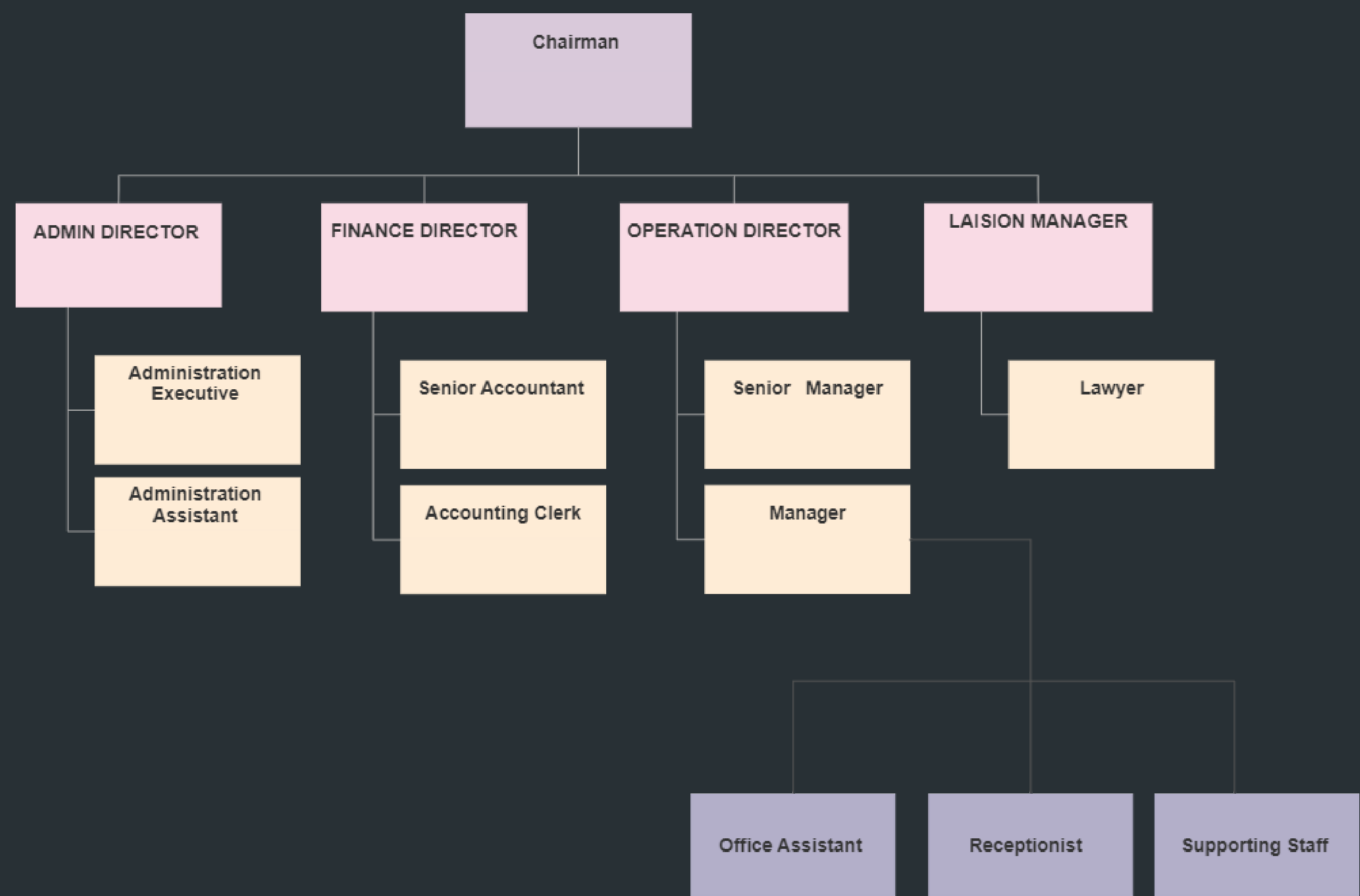
Country	Demand Letter	Employment Contract	Power Of Attorney	Agreement Paper	Guarantee Letter
Qatar	✓	✓	✓	✓	✓
Uae	✓	✓	✓	✓	✓
Country	✓	✓	✓	✓	✓
South Africa	✓	✓	✓	✓	✓
Baharain	✓	✓	✓	✓	✓
Saudi Arabia	✓	✓	✓	✓	✓


FOR MALAYSIA


- Demand letter
- Power of attorney
- Affidavit
- Foreign worker conditional approval
- Letter to ministry of labour and transport
- Form 49
- Employer’s company profile
- Employment contract
- Agreement paper
- Letter of authorization
- Letter of embassy of Malaysia, Nepal
- Employer’s ID
- Form 24



ORGANIZATIONAL CHART







नेपाल सरकार

श्रम तथा रोजगार मन्त्रालय

वैदेशिक रोजगार विभाग

इजाजत पत्र नं. ११४८/०६३/८४

मिति: २०६३/१२/२४

इजाजत पत्र

वैदेशिक रोजगार ऐन, २०६४ र वैदेशिक रोजगार नियमावली, २०६४ को अधीनमा रही वैदेशिक रोजगार व्यवसाय सञ्चालन गर्न पाउने गरी.....सनाज ओमरासिज प्रा.लि.....लाई यो इजाजत पत्र दिइएको छ।


उपरोक्त राजेश्वर कार्यालयको चर्चा १६८३६ मिति २०६३/११/१० को फजानुसार सनाज ओमरासिज प्रा.लि को नाम परिवर्तन भई सनाज ओमरासिज प्रा.लि कायम भएको।


इजाजत जारी गर्ने अधिकारीको दस्तखत:- १९

नाम:- विश्वराज पाण्डे

दर्जा:- प्राहानेदेशाफ

मिति:- २०६३/१२/२४





NAAZ OVERSEAS





नेपाल सरकार
उद्योग मन्त्रालय

कम्पनी रजिष्ट्रारको कार्यालय

कम्पनी दर्ताको प्रमाण - पत्र

दर्ता नं: १५८८४५/०७३/०७४

श्री नाज ओभरसिज

नामको प्राइभेट लिमिटेड कम्पनी संम्बत् २० ७३ साल मंसिर महिना ०७ गते रोज ३ मा दर्ता भएको हुनाले कम्पनी ऐन, २०६३ को दफा ५ को उपदफा (१) बमोजिम यो प्रमाण-पत्र दिइएको छ ।

मिति: २०७४-०८-१०

Government of Nepal
Ministry of Industry

Office of the Company Registrar

Registration No: 158845/073/074

CERTIFICATE OF INCORPORATION OF COMPANY

This Certificate of Incorporation has been issued to

M/s Naaz Oversease

Private Limited having incorporated it on the 22 day of November, 2016 pursuant to sub-section (1) of section 5 of the Companies Act, 2006.



Date: 2017-11-26

शर्त कम्पनी संस्थापनलाई मात्र कम्पनीको उद्देश्य कार्यान्वयन गर्ने इजाजत प्रदान गरिएको नमानिने हुनाले कानून अनुसार लिनुपर्ने अनुमति सम्बन्धित निकायबाट लिएर मात्र कम्पनीको उद्देश्य अनुसार कारोबार गर्नु पर्नेछ ।

कम्पनीको मिति २०७४।०५।०५ मा सम्पन्न विशेष साधारणसभाको निर्णय बमोजिम सविकको सनाज ओभरसिज प्रा.लि. को नाममा रहेको सम्पूर्ण चल अचल सम्पत्ति तथा तिर्नु व्यहोर्नु पर्ने कर दायित्व आदी परिवर्तित नयाँ नाम नाज ओभरसिज प्रा.लि.ले सार्ने व्यहोर्ने र नामका सम्बन्धमा भ्रम सिर्जना भई उजुरी परेमा संशोधन गर्ने शर्तमा त्यस कम्पनीको नाम परिवर्तन गरी मिति २०७४।०८।१० को निर्णयानुसार नाज ओभरसिज प्रा.लि. कायम गरिएको छ ।





नेपाल सरकार अर्थ मन्त्रालय आन्तरिक राजस्व विभाग		 दता मिति आयकर:										
 स्थायी लेखा नम्बर (PAN) दर्ता प्रमाण पत्र		१९ ०८ २०७३ दिन महिना साल										
आय करमा मात्र दर्ता स्थायी लेखा नम्बर :		<table border="1" style="width: 100%; text-align: center;"> <tr> <td>६</td><td>०</td><td>४</td><td>३</td><td>५</td><td>५</td><td>२</td><td>६</td><td>३</td> </tr> </table>		६	०	४	३	५	५	२	६	३
६	०	४	३	५	५	२	६	३				
आन्तरिक राजस्व कार्यालय :		आन्तरिक राजस्व कार्यालय महाराजगंज										
कारोबारको नाम :		नाज ओभरसिज प्रा.लि.										
करदाताको प्रकार :		प्राइभेट लिमिटेड										
ठेगाना :		वार्ड नं. ३, बसुन्धरा महानगरपालिका: काठमाडौं, काठमाडौं										
व्यवसायका कारोबारहरू :		वैदेशिक रोजगार,										
करदाताको दस्तखत		कर अधिकृत										
करदाताले पालना गर्नुपर्ने कर्तव्यहरू:												
- कारोबार गर्दा अनिवार्य रूपमा विल विजक जारी गर्नुपर्छ । - म.अ.करमा दर्ता हुनेले प्रत्येक कर अवधि (मासिक वा द्वैमासिक वा चौमासिक) समाप्त भएको २५ दिनभित्र म.अ.कर विवरण तथा म.अ.कर रकम बुझाउनु पर्छ । - अन्तःशुल्क लाग्ने कारोबार गर्नेले अन्यथा व्यवस्था गरेकोमा बाहेक प्रत्येक महिना समाप्त भएको २५ दिनभित्र मास्केवारी र अन्तःशुल्क रकम बुझाउनु पर्छ । - प्रत्येक आर्थिक वर्षका आय विवरण असोज मसान्तभित्र बुझाउनु पर्छ । - समयमा विवरण र कर रकम नबुझाएमा व्याज, शुल्क र जरिवाना लाग्नेछ । - यो प्रमाणपत्र देखिने गरी कारोबार स्थल/मुख्य कार्यालयमा राख्नु पर्नेछ । - कुनै द्विविधा भएमा कार्यालयमा सम्पर्क राख्नुहोला ।												

Office Seal

Coat of Arms of Nepal

Government of Nepal

Ministry of Labor and Transport Management

Department of Foreign Employment

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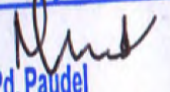
Date: April 6, 2017

LICENSE

This License has been issued to **M/S Naaz Overseas Pvt. Ltd.** authorizing to operate the business of Foreign Employment, subject to the Foreign Employment Act, 2064 (2007) and Foreign Employment Regulation 2064 (2007).

Issuing Authority
Name: **Bishwaraj Pandey**
Designation: **Director General**
Signature: **Sd.**
Date: **April 6, 2017**

"The Translation Copy is True and Verified"

Signature: 


Name: Mukunda Pd. Paudel


Date: 

Certificate Number of the Notary Public: 80

Date of Expiry of Certificate: Nov.03, 2022 AD

Seal of the Notary Public








(2)

Date of Renewal	Date of Validity	Renewal Fee	Additional Charge	Signature of Renewal Authority
July 15, 2021 (Last renewal)	Mid-July, 2024	30,000.00		Sd. Section Officer

Distributed by:
Nepal Notary Public Council
S.N. 361698

Terms and Conditions:

1. No work shall be carried out by opening branch office without obtaining approval.
2. No work shall be done through agent without obtaining approval.
3. No worker shall be sent in any condition to other country except than the permitted countries.
4. Directions issued from time to time by Nepal Government shall be followed in addition to the provisions mentioned in prevailing acts and rules.

"The Translation Copy is True and Verified"
Signature: 
Name: Mukunda Pd. Paudel
Date: Oct. 5, 2021
Certificate Number of the Notary Public: 80
Date of Expiry of Certificate: Nov.03, 2022 AD
Seal of the Notary Public





Government of Nepal
Ministry of Industry
Office of the Company Registrar

Registration No. 158845/073/074

CERTIFICATE OF INCORPORATION OF COMPANY

This certificate of incorporation has been issued to **M/S Naaz Overseas Private Limited**, having incorporated it on the date **26-11-2017 AD**, Tuesday, pursuant to Sub-Section (1) of Section 5 of the Companies Act, 2006 AD.

Date: 26-01-2017 AD

(Signed)
Asst. Registrar

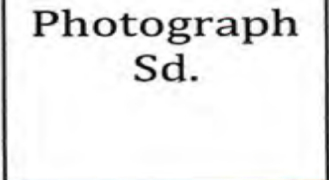
Terms: The business as per the objectives of the Company should be carried out only after obtaining permission from the concerned body which is to be obtained in accordance with the law because the registration of the Company shall not be deemed to have also been granted licence for implementation of the objectives.

"The Translation Copy is True and Verified"
Signature: [Signature]
Name: Nara Narayan Sharma
Date: [Date]
Certificate Number of the Notary Public: 1338
Date of Expiry of Certificate: Feb. 23, 2023 AD
Seal of the Notary Public





Government of Nepal
Ministry of Finance
Department of Inland Revenue
(Official Seal)



Permanent Accounts Number (PAN) Registration Certificate

	Registration Date		
Income Tax:	04	12	2016
VAT			
Excise Duty:			
	Day	Month	Year

PAN: 6 0 4 3 5 5 2 6 3
Office of Inland Revenue: Battisputali

Name of business: Naaz Overseas Pvt. Ltd.
Type of Taxpayer: Private Limited
Address: Ward No. 3 Basundhara
Metropolitan City: Kathmandu
Kathmandu
Business Activities: Foreign Employment.

(Signed)
Tax Payer's signature

(Signed)
Signature of Tax Officer

Duties to be abided by the taxpayer:-

- Bill and invoice shall be compulsorily issued at the time of transaction.
- A person who is going to be registered in VAT, shall submit the statement of VAT and pay amount of VAT within 25 days after expire of every tax period (every month or every two month or every four month)
- A person who is carrying on the business subject to excise duty, shall submit monthly statement and pay amount of excise duty within 25 days after expiry of every month unless the arrangement has been made otherwise.
- Tax statement of every fiscal year shall be submitted by Mid October.
- If Tax statement is not submitted and amount of tax is not paid in time, fee interest and fine shall be imposed.
- This certificate shall be displayed at the place of transaction/ main Office in manner conspicuous to all.
- Please keep contact with this office if there is any confusion.

"The Translation Copy is True and Verified"
Signature
Name: Nara Narayan Sharma
Date:
Certificate Number of the Notary Public: 1338
Date of Expiry of Certificate: Feb. 23, 2023 AD
Seal of the Notary Public





NAAZ OVERSEAS

Naaz Overseas is here to fulfill your staffing needs. Contact us now for more information

CHAIRMAN :



+977-9801177733



puruz@naaznepal.com



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Basundhara-03, Kathmandu



www.naaznepal.com



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