



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 repoussé 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 TCS
A Division of Amphenol Corporation

AMPHENOL
SDN. BHD



ARYZTA
Passion for good food
ARYZTA MALAYSIA
SDN. BHD



Central Medicare

CENTRAL MEDICARE
SDN. BHD



YTY

YTY GROUPS



GREEN PROSPECT

GREEN
PROSPECTS



BOSCH
Invented for life
ROBERT BOSCH
(M) SDN. BHD



ESCATEC
ELECTRONICS
SDN. BHD



IBIDEN
IBIDEN ELECTRONICS
SDN. BHD



Benchmark

electronics
BENCHMARK
SDN. BHD



ITW
ITW MERITEX
SDN. BHD



KOA
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.



**NAAZ
OVERSEAS**

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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

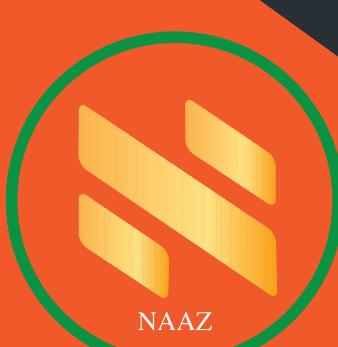
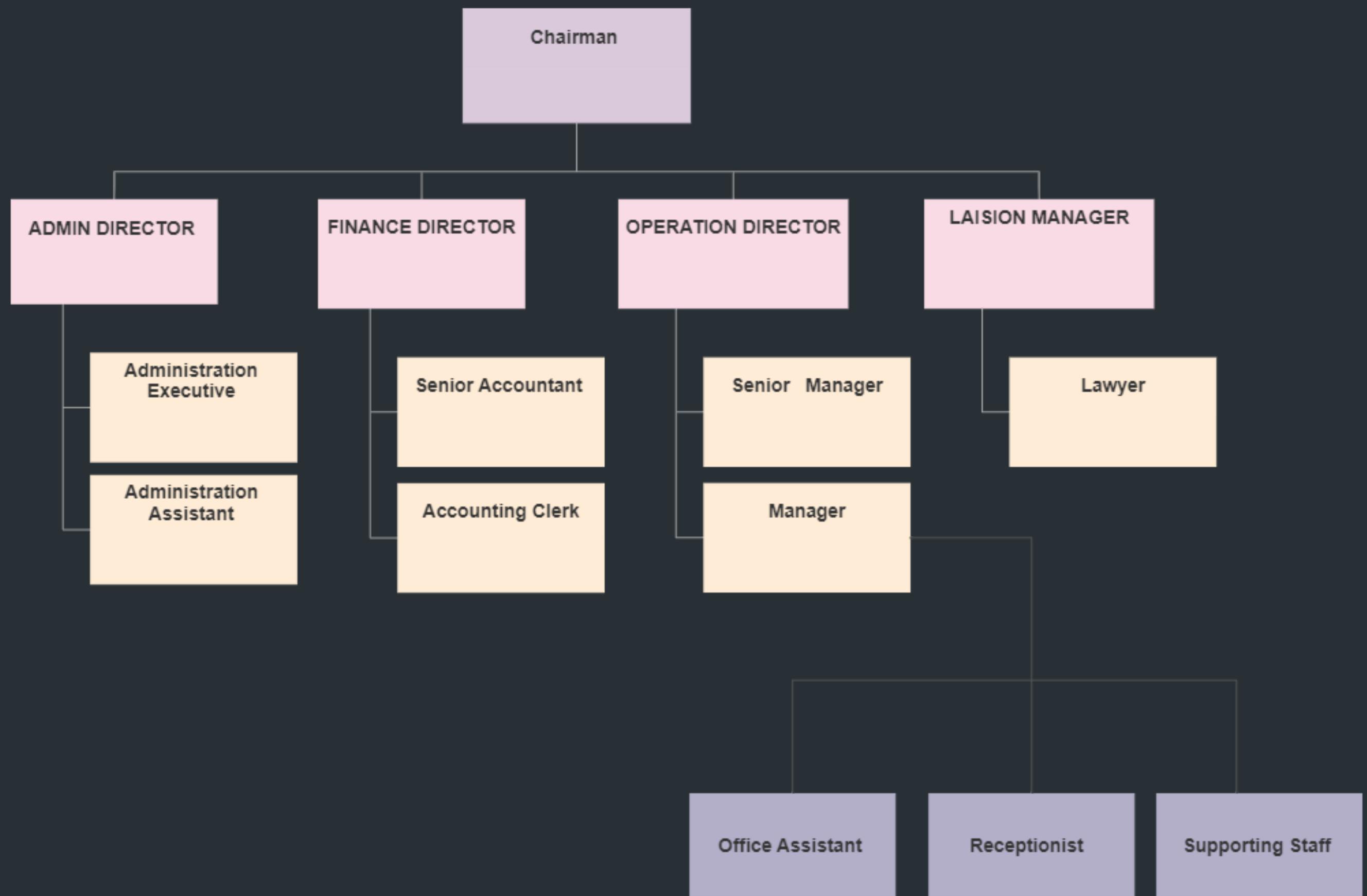
OUR LEGITIMATES

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

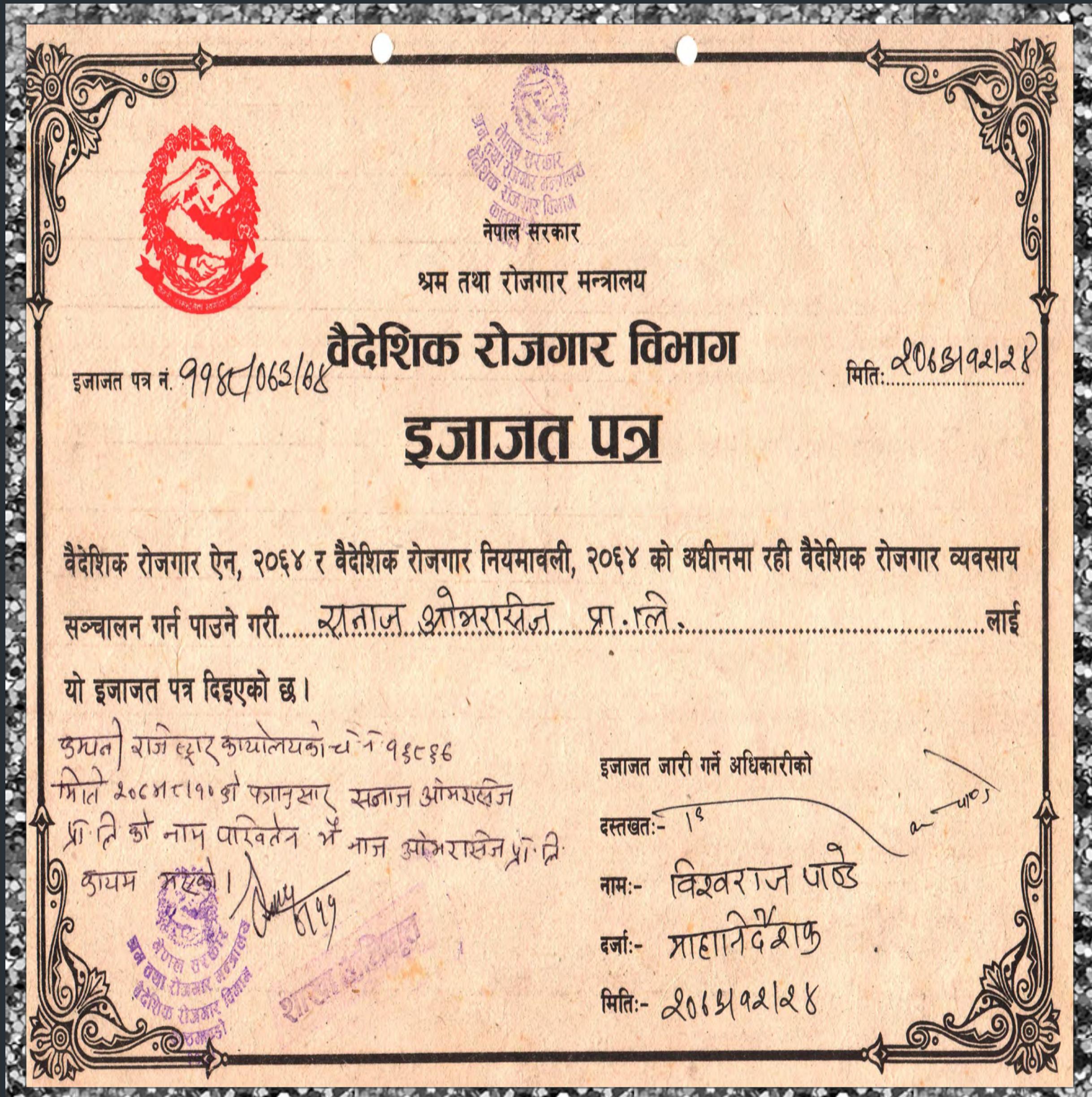
FOR MALAYSIA

- 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



OFFICIAL DOCUMENTS



OFFICIAL DOCUMENTS

शर्तहरुः

१. स्वीकृति नलिई शाखा कार्यालय खोली काम गर्न पाइने छैन ।
२. स्वीकृति नलिई एजेण्ट मार्फत कुनै पनि काम गराउन पाइने छैन ।
३. इजाजत प्राप्त मुलुकमा बाहेक अन्य मुलुकमा कुनै पनि शर्तनामामा कामदारहरु पठाउन पाइने छैन ।
४. प्रचलित ऐन नियममा भएको व्यवस्थाको अतिरिक्त नेपाल सरकारले समय समयमा दिएका निर्देशनहरुको पालना गर्न पर्नेछ ।

OFFICIAL DOCUMENTS



नेपाल सरकार
उद्योग मन्त्रालय

कम्पनी रजिस्ट्रारको कार्यालय कम्पनी दताको प्रमाण - पत्र

दर्ता नं: १५८८४५/०७३/०७४



श्री नाज ओभरसिज

नामको प्राइभेट लिमिटेड कम्पनी संम्बत् २०७३ 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

स. रजिस्ट्रार

सहायक रजिस्ट्रार

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 22 day of November, 2016 pursuant
to sub-section (1) of section 5 of the Companies Act, 2006.

Date: 2017-11-26

Asst. Registrar

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

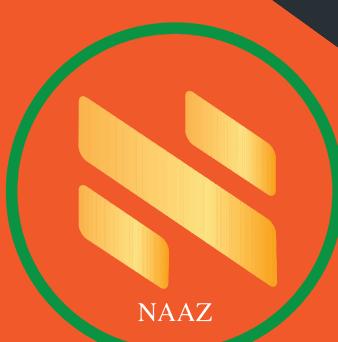
कम्पनीको मिति २०७४।०८।०५ मा सम्पन्न विशेष साधारणसभाको निर्णय बमोजिम सचिकको समाज ओभरसिज प्राप्ति को नाममा रहेको सम्पूर्ण चल अवल सम्पत्ति
तथा लिनु व्यहोर्नु पर्ने कर दायित्व आदी परिवर्तित नयो नाम नाज ओभरसिज प्राप्ति से राकर्ने व्यहोर्ने र नामका सम्बन्धमा अम सिर्जना भई उन्तुरी परेमा संशोधन गर्ने
शर्तमा त्यस कम्पनीको नाम परिवर्तन गरी मिति २०७४।०८।१० को निर्णयानुसार नाज ओभरसिज प्राप्ति कार्यम गरिएको छ ।



OFFICIAL DOCUMENTS



OFFICIAL DOCUMENTS



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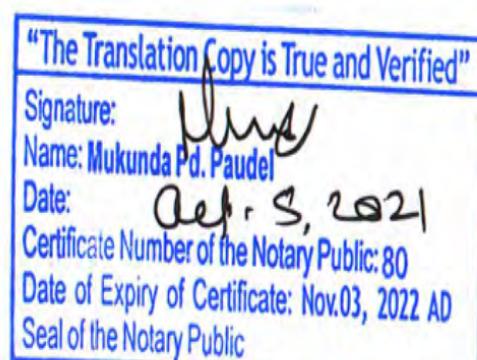
(2)

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.



OFFICIAL DOCUMENTS



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	
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	



OFFICIAL DOCUMENTS

Coat of Arms of Nepal

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

Photograph Sd.

Permanent Accounts Number (PAN) Registration Certificate

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

NOTARY PUBLIC
नारा नारायण शर्मा
Name: Nara Narayan Sharma
Reg. No. 1338
Expiry Date: Feb. 23, 2023 AD
Date: Feb. 23, 2018 AD
District: Kathmandu
NEPAL NOTARY PUBLIC COUNCIL



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

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+977-1-5917496