



We are in the city of Charminar

Razzak Enterprises

(Registered by Govt. of India)

MANPOWER CONSULTANS & TRAVEL AGENTS

(Govt. of India Ministry of Labour New Delhi Licence No. 001740/HYD/PER/1000+/3/3235/92)

Address :

Shop No. 87-91, First Floor, Madina Towers,
Inside Devan Devdi, Hyderabad – 500 002.

Phones : + 91 40 24524445 / 24561088 / 24561853 / 24513833

Fax : + 91 0 40 24561223 / 23236214

E.mail : razzakent@yahoo.co.in

Website : www.razzakenterprises.com



FOUNDER



Mr. Mohammed Abdur Razzak – M.Sc., LL.M (Osm.)
Author of THESIS "Conflict of Employment Laws"

Mr. Mohammed Abdur Razzak, General Manager is also a sole Proprietor and Founder of RAZZAK ENTERPRISES Hyderabad. He has started his services in 1976. He is a Post Graduate of Osmania University and taken the degree of "Master of Science" and "Master of Law" specializing in "Labor Laws". He is also an Author of THESIS "CONFLICT OF EMPLOYMENT LAWS' A Critical study on Indian Emigrants.

He is undoubtedly an expert in recruiting right type of people for the right type of jobs for the various Arab employers.

Razzak Enterprises headed by Mr. M.A.Razzak and he has acquired a high reputation over the years not only in India but also all over the Arab World, Far East, Sudan and Libya.



INTRODUCTION

We take this opportunity to introduce ourselves as one of the leading and well established Manpower Recruiting Agencies in India with Head Quarter at Hyderabad (A.P) duly approved by Government of India, Ministry of Labor, Ministry of Tourism, Ministry of External Affairs.



We have 34 years of experience in this filed and our organization has achieved its goal by recruiting thousands of workers including Professional / Skilled / Semi skilled / Un-skilled for reputed establishments in Arab World and many more in future and gained very good reputation in our services. We have been awarded certificate on account of "BEST OVERSEAS RECRUITMENT SERVICES".

We therefore offer our services to your esteemed organization for meeting your immediate and future requirements of Indian Manpower. We shall abide your terms and conditions. We shall take great care in supplying you Indian Manpower of right caliber and qualities as per your desired requirement. If you have any queries, clarifications or any assistance, without any hesitation please contact us. We are at your disposal at all times to offer you best services you need.



Other Services :



Air Ticketing

Domestic & International
Airlines tickets



Passport & Visas

Passport matter &
Visa endorsement



Haj & Umrah

Individual and
Group tours



Recruitment

Employment to
Gulf countries

COMPANY PROFILE

| | |
|---------------------------------------|--|
| Name of Company : | RAZZAK ENTERPRISES Manpower Consultants, Travel Agents, Tour Operators, Exporters & Importers. |
| Address : | Shop No. 87-91, First Floor, Madina Towers, Inside Devan Devdi, Hyderabad – 500 002. |
| Telephone No's.: | + 91 40 24524445/ 24561088 / 24561853 / 24513833 |
| Fax : | + 91 0 40 24561223 / 23236214 |
| E.mail : | razzakent@yahoo.co.in |
| Website : | www.razzakenterprises.com |
| Ownership : | Mohammed Abdur Razzak - M.Sc., LLM (osm) |
| Nationality : | Indian |
| Initially established in : | 1976 |
| Nature of Manpower Supplying : | Professional – Skilled – Semi-skilled - Un-skilled - I.T. & Software Engineers and All Kind of Projects. |
| License : | Govt. of India, Labor Ministry, New Delhi. License No. 001740/HYD/PER/1000+3/3235/92 |
| Identity Card : | Holding identity Card of Royal Embassy Saudi Arabia, New Delhi & Royal Saudi Consulate, Mumbai. |

**Our Agency has been
Recognized by :**

- ❖ International Air Transport Association (Singapore) IATA
- ❖ Ministry of External Affairs (Government of India)
- ❖ Ministry of Labor & Rehabilitation (Government of India)
- ❖ Ministry of Commerce & Industries (Government of India)
- ❖ Ministry of Overseas Indian Affairs, New Delhi.
- ❖ Ministry of External Affairs, New Delhi.
- ❖ Ministry of Tourism.
- ❖ Saudi Consulate Mumbai & Saudi Embassy New Delhi.
- ❖ Ministry of Haj & Umrah Saudi Arabia & Saudi Consulate Mumbai.
- ❖ Regional Passport Office (Govt. of India) Hyderabad.
- ❖ Life Insurance Corporation of India.
- ❖ The New India Assurance Company Limited.
- ❖ All India Haj Umrah Tours Organizers Association Mumbai, India.
- ❖ Export R.B.I. Code No. MR 000578
- ❖ Importer-Exporter code (IEC) – 0900003367

Member of :

- ❖ Travel Agents Association of India.
- ❖ Travel Agents Federation of India.
- ❖ Overseas Recruiting Agents Association.
- ❖ Andhra Chamber of Commerce, Chennai (India)
- ❖ The Federation of Andhra Pradesh Chamber of Commerce & Industry.
- ❖ Indian personal export promotion council.

Branch Offices :

Mumbai (Maharashtra State)
4th Floor, Nawab building, 327 D.N.Road, Mumbai.
Phones : 22856203, 22026183, Fax: 22852739.

M-2 mezzanine floor, Vardhaman City Plaza, Asif Ali Road, New Delhi.
Phones : 011 – 23238543 Fax : 011 - 23237544

Bankers :

M/s. Syndicate Bank, Abids Branch, Hyderabad.

SHORT PROFILE

Razzak Enterprises was established in the year 1976 to cater to the growing demands of Overseas job seekers from South India Particularly from Andhra Pradesh, It's a professionally run Organization and through its exemplary track record of providing fool proof H.R solutions to various Organizations has come to be known as one of the best Overseas Placement Agencies in India. The management is headed by Mr. Mohammed Abdur Razzak having multiple post graduate Degrees giving him a sound academic base. A strong operational management team functions under his leadership to take care of the day to day running of the Organization. Not only is the Company recognized by the Ministry of the Labor Govt. of India but also by the Ministry of employment Saudi Arabia.



COMPANY STRUCTURE :

The operations of the Organization are conducted out of a well furnished and completely equipped office with all backup facilities and is located in the nerve centre of the city of Hyderabad in India. The staff handling the marketing and administrative departments is highly competent in all respects of their professional responsibilities. All India presence of the Company is established through Branch office in Mumbai and New Delhi.

OPERATIONS :

Presently the Company is confined to provide skilled/semi skilled/ and professional manpower to various Companies in the Persian Gulf, dealing with multiple disciplines in the filed of Construction/Hospitality/ and the Oil and Gas Sector. All Company's operations are certified to ISO standards.

COMPANY VISION & LONG TERM STRATEGIC PLANS :

The Company has a very refined and long term vision which includes it becoming one of the best Overseas Placement Agency with a track record of providing the best professional services to some of the reputed Organization of the world, the reputed Organizations of the world, the company intends to focus on a long term development plan with a diversified interest Base.

One of the major initiatives that the company intends taking is of setting up a state of the Art Training Institute by the end of this year, to upgrade the potential of prospective candidates. This Base will provide us with an excellent platform to do tremendous value addition to the already existing skill sets which will prepare the candidates and equip them to face all challenges arising out of overseas assignments.

The proposed Training Centre will be fully equipped with all necessary infrastructure to cater to the following categories:

Fitters : Pipe Fitter, RCC Fitter, Instrument Fitter, Duct Fitter, Pipe Fabricator, Structural Fabricator.

Welders : 6G JIG and ARC – 64 TIG, Copper Welders, Gas Cutters.

Civil : Mason, Carpenter, Plumber, Rigger, Scaffolder, Shuttering Carpenter, Painter, Steel Erector, Sand Blaster, Spray Painter, Wall Painter.

Electricians : Building, Industrial, Panel Board Electrician, Plant Electrician, Generator Mechanics, Instrument Technicians, Cable Technician, Cable Jointer.

A core aspect and one of the fundamental Principles on which the Company functions is the maintenance of high integrity levels in all its professional dealings. It has been our endeavor to establish long term working relationships with our valued Clients through a dedicated and sincere work attitude conforming to the best in the Industry.

We also supply manpower to :

**FARMS
POULTRY
AGRICULTURE &
HORTICULTURE**



Over the period of 34 years, we had not only recruited workers in the field of Construction, Health, Hospitality & I.T. but also have recruited thousands of workers to Cow/Sheep farms, Poultry farms, Agriculture & Horticulture industry. We have achieved excellence through experience in choosing the best skilled workers in the field of Nature/Environment.

We recruited different skilled workers to the following companies :

Al-Wadi Poultry Farms
Riyadh, Saudi Arabia

Al-Akhwain Poultly
Abha, Saudi Arabia

Arabian Farms, Ltd.
Riyadh, Saudi Arabia



NAMES OF ORGANISATIONS TO WHOM WE SUPPLIED MANPOWER

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|--|-----------------------|
| M/s. Safa Contracting Co. | Madina- Saudi Arabia |
| M/s. Binladin for Contracting & Trading | Riyadh – Saudi Arabia |
| M/s. Rahman Aluminum Factory Co. Ltd | Riyadh – Saudi Arabia |
| M/s. Al-Wadi Poultry Farm | Riyadh – Saudi Arabia |
| M/s. Aziz Company | Riyadh – Saudi Arabia |
| M/s. Al- Kadi Establishment | Riyadh – Saudi Arabia |
| M/s. Baker Est. | Riyadh – Saudi Arabia |
| M/s. Saudi Gas Cylinder Factory | Riyadh – Saudi Arabia |
| M/s. Abad Medical Centre | Riyadh – Saudi Arabia |
| M/s. Arafa General & Contracting Co. | Riyadh – Saudi Arabia |
| M/s. Al-Turkey Est. | Jeddah – Saudi Arabia |
| M/s. El-Khayath Red Brick Manufacturer | Jeddah – Saudi Arabia |
| M/s. New Jeddah Clinic Hospital | Jeddah – Saudi Arabia |
| M/s. S.A.Y.Bin Yamani Trading Est. | Jeddah – Saudi Arabia |
| M/s. Ajwa-RMTI | Jeddah – Saudi Arabia |
| M/s. Gulf Engineering Co. Ltd | Dammam – Saudi Arabia |
| M/s. Al-Akhwain Poultry | Abha – Saudi Arabia |
| M/s. Grains Silos & Flour Mills (Govt. of KSA) | Abha – Saudi Arabia |
| M/s. Arabian Farms Ltd | Riyadh – Saudi Arabia |
| M/s. Kadr Maze Company | Yanbu – Saudi Arabia |
| M/s. Engineering Cont. Co. | Manama – Bahrain |
| M/s. Middle Traders | Manama – Bahrain |
| M/s. Ahmed Dhaif Establishment | Manama – Bahrain |



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|---|-------------------------|
| M/s. Al-Komed Engineering Services Co. | Manama – Bahrain |
| M/s. Mohsin Haji Ali Group W.L.L. | Manama – Bahrain |
| M/s. Al- Sattar Trading Cont. Est. | Abu Dhabi (UAE) |
| M/s. Control Contracting & Trading Co. | Abu Dhabi (UAE) |
| M/s. Mazroui Supplies Contracts & Maintenance | Abu Dhabi (UAE) |
| M/s. Elservco | Abu Dhabi (UAE) |
| M/s. Simplex Construction Co. | Dubai (UAE) |
| M/s. Sayan Co. | Al-Khobar- Saudi Arabia |
| M/s. Satech Al-Khobar Saudia | Jeddah – Saudi Arabia |
| M/s. Al- Dahlawi Co. | Dubai (UAE) |
| M/s. Al – Sadiq Islamic English School | Jeddah – Saudi Arabia |
| M/s. Zagzoog Home Appliances | Dubai –UAE |
| M/s. Drake & Scull International | Dubai UAE |
| M/s. Khansaheb Civil Engineering Co. | Dubai UAE |
| M/s. Douglas OHI LLC | Muscat - Oman |
| M/s. Arab United Construction WLL | Doha - Qatar |
| M/s. Engineering Cont. Co. | Manama – Bahrain |
| M/s. Peremba Construction Co. | Dubai –UAE |
| M/s. One & Only One royal Mirage | Dubai –UAE |
| M/s. City Centre | Kuwait |
| M/s. GEM Co. | Doha - Qatar |
| M/s. Rabban Trading & Cont. Co.Ltd. | Doha - Qatar |



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|---|-----------------|
| M/s. Al-Wan Company for Landscaping and Agriculture | Jeddah |
| M/s. Qatar International Cont. Co. | Doha - Qatar |
| M/s. Al-Mana Design Consultant & International. | Doha - Qatar |
| M/s. Desert Line Projects LLC. | Muscat - Oman |
| M/s. Al-Mubani Cont. Co. | Muscat - Oman |
| M/s. Ahmed Al-Kharusi Enterprises. | Muscat - Oman |
| M/s. Al-Batna Corporate Dairy. | Muscat - Oman |
| M/s. Loya Plastic & Paper Conversion Industry. | Muscat - Oman |
| M/s. Golden Crown Foam manufacture Co. | Abu Dhabi - UAE |
| M/s. Stor Tawakkal | Malaysia |
| M/s. J.N. Power | Malaysia |
| M/s. Six Construction | Dubai |
| M/s. Nagarjuna Fertilizer Company | Bahrain |
| M/s. Al-Bayan | Riyadh |
| M/s. Al- Mashreq Company | Riyadh |

Many more companies to add..



GREETINGS

Beside manpower and other services, we also deal in the export of many items given below :

Foodstuffs, textiles and ready-made garments, various kinds of machinery, building and construction material, hardware utensils, household appliances, engineering goods, chemical products, chemicals and pharmaceuticals, electronics, jewelry, Indian handicrafts, tea, coffee, tobacco, footwear, furniture and furnishings, plastic goods, rubber water pumps, sanitary items, household goods, items of daily use and miscellaneous goods etc.

The above list is not comprehensive as soon as you please indicate your requirements from the above list or any other items required by you, we shall provide to you the fullest possible details of specifications i.e., prices delivery dates etc. Here, I would like to mention that terms are 2%.

I take this opportunity of my best attention at all times.

Thanking you,

Yours faithfully,

For RAZZAK ENTERPRISES

Managing Director.



MOHAMMED ABDUR RAZZAK

M.Sc., LL.M (Osm.)

Author of THESIS "Conflict of Employment Laws"