



REG # 7239580-7

CONTRACTOR: VIJAY JD

JANITORIAL SERVICES & MAIN POWER PROVIDERS



Address: Office # 14 Building Business Avenue Main Shahrah-e-Faisal, Karachi
Office # 213, Pano Rama Center, Saddar, Opp Atrium Mall, Karachi
Email: info@vjdandcompany.com.pk website: vjdandcompany.com.pk
Office # 021-35630720, 0333-5792333, 0300-2362259



GLASS CLEANING SERVICES



FUMIGATION AND PASTING SERVICES



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LIST OF MATERIAL

- 3 Strip Mop
- Steel Mop
- Dry Mop
- Soft broom
- Phenyl
- Sweep
- Acid
- Chemical Liquid
- Bleach
- Scotch bright
- Air Freshener
- Room Freshener
- Road Brush
- Hand Brush
- Toilet Brush
- Toilet pump
- Vim
- Surf
- Fine Duster
- Floor Duster
- Stick
- Small wiper
- Bucket
- Dust pan
- Hard broom
- All cleaning material provided if require.



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Federal Board of Revenue
Revenue Division - Government of Pakistan



181 (ORDER TO GRANT / REFUSE REGISTRATION ON APPLICATION)

Name: VIJAY JUMMAN
Address: SUIT # 703 7TH FLOOR, BLOCK C1 TAJ COMPLEX
BUILDING, M.A JINNAH ROAD, Karachi South Saddar
Town



100000011750573

Registration No 4200038268737
Tax Year : 2016
Date :
Period : 01-Jul-2015 - 30-Jun-2016
Medium : System
Due Date : 02-Jun-2016
Document Date : 02-Jun-2016

Personal Info:

Person : Individual **CNIC / CNICOP :** 4200038268737

Type : Pakistani Male

Name : VIJAY JUMMAN

Cell No. : 00923422887772

Email : info@vjdandcompany.com

Nationality : Pakistan

Accounting Period : 01st July - 30th June

Birth Date : 07-Feb-1986

Death Date :

Registered Address ڈاک خانہ گوادر، بلدیہ ٹاؤن کمیٹی، تحصیل گوادر، ضلع گوادر

STRN :

Addresses:

SUIT # 703 7TH FLOOR, BLOCK C1 TAJ COMPLEX BUILDING, M.A JINNAH ROAD, Karachi South Saddar Town

Type : Commercial Property **Capacity :** Benami / Lessee / Tenant / Franchisee **Acquisition Date :**
Form : Office **% Share :** / Occupant **Disposal Date :**
Owner Name : 100 **Owner CNIC :**

Businesses:

VJD & COMPANY

Capacity : Benami / Lessee / Tenant / Franchisee / **Acquisition Date :** 02-Jun-2016
Disposal Date : Occupant

Activities	Principle	ST	FED	Start Date	End Date
Administrative and support service activities/Cleaning activities/Other building and industrial cleaning activities	Yes	No	No	02-Jun-2016	
Address	Capacity	Start Date	End Date		
SUIT # 703 7TH FLOOR, BLOCK C1 TAJ COMPLEX BUILDING, M.A JINNAH ROAD, Karachi South Saddar Town	Business Operated on	02-Jun-2016			

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MACHINE AVAILABLE



**Range of Cleaning
Equipment with a
wide bandwidth of
cleaning capabilities**



CHEMICAL AVAILABLE



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QUALITY POLICY

Management & Employment are committed to:

- ❖ Provide highly quality services to our valuable clients.
- ❖ Achieve continual improvement in our processes through effective implementation of QMS.
- ❖ Promoting teamwork in the company and achieve client's satisfaction.



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INTRODUCTION

*We would take the opportunity to introduce our services that **VJD and company** concepts is a company based by substantial years of experience and modern expertise our management is consisting of qualified personal with hing level of exposure in janitorial service and all industries.*

The janitorial work has become as industry in developed countries which had been ignored in our country now its importance in begin realized. The most important element in this field is modern techniques and expertise, we have, strong infrastructure and are of the requirement off international standard, the company is ready to meet them.

Daily cleaning moping vacuum carpet cleaning and proper dusting.

❖ *Washing twice day with phenyl of bathroom and will continue to be washed during the whole day.*

❖ *Washing of marble walls monthly.*

❖ *Daily buffing of ground floor with machine.*

❖ *Washing of one floor weekly only.*

❖ *Fortnightly floor polishing.*

❖ *Staircase cleaning weekly.*

❖ *Fortnightly glass cleaning with chemical.*

❖ *Fortnightly cleaning of electric appliance.*

❖ *Continues moping and cleaning during the say of each and every floor of building.*

Then company is equipped with latest janitorial equipment to address the challenges of modern era. Our vision is to always adopt the latest innovations of janitorial industries.

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WE DRESS JANITORIAL FORCE

VJD AND COMPANY customers will always be able to recognize **VJD AND COMPANY'S**

employees because they will proudly wearing **VJD AND COMPANY** name. The professional image for our services is just one more way **VJD AND COMPANY** works to enhance the overall image at your property. As the old saying goes, we are often measured by the company we keep. Our uniformed service worker helps you project an image of quality and professionalism at your facility.

Now more than ever, establishing an identity and presence at our customer sites is imperative as security at most facilities has become heightened in recent years. Our uniform program helps put your employees, tenants and customers at ease knowing that a service worker comes from **VJD AND COMPANY**, a name they have come to know and trust and from a security standpoint, it simply helps to distinguish the people who are supposed to be property from the people who aren't.

The power of a uniform doesn't stop there. It also gives our service workers a greater sense of responsibility and accountability with every action, every day. Our uniform program makes a statement: it says, One Look One Team. Our staff knows that the **VJD AND COMPANY** name stands for quality. This notion extends far beyond our employees' personal appearance; it reaches into the very fiber of our team **VJD AND COMPANY** daily work ethic - with the **VJD AND COMPANY** name on their shirts as a constant reminder of the task at hand.

To learn more about contract cleaning service cleaning for your business.

VISIT



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JANITORIAL SERVICE THAT SHINE

Attracting and keeping clients is the core of your business; providing a clean and comfortable environment is ours. With VJD& COMPANY, you save costs without ever compromising the quality of janitorial service. Are there other janitorial service out there I hat can underbids Yes, but bargaining –rate contract cleaning company may actually cost you more in the long run if their lack of service cause you lo lose business or costs you money in damage or repair.

STANDARD INSPECTION

Inspection is conducted on a daily and weekly basis by local Supervisor and Manager.

CUSTOMER COMMUNICATON

Frequent communication is also a key of our management system and we make it easy to communicate with us. Using our website; email and cell phones provided by VJD& COMPANY, A project supervisor is always immediately available to handle your service request. Another effective ways for our customs to have a voice is through our customer satisfaction survey, which we use to measure your quality perception of our works by tracking service issues we can implement preventive/corrective measures as soon as possible.



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As a national facility service provider, **VJDAND COMPANY** offers both contracts on demand. Janitorial service for the flexibility to work around your schedule without inconveniencing your team or office visitors. Focus on your core business; leave all housekeeping and janitorial work to us.

What janitorial service do you need?

Comprehensive janitorial service from includes.

HIGH STANDARD AND QUALITY WORK

Daily cleaning and servicing all offices, Staff Room, Cafeteria.

Daily moping in all office /daily cleaning all dustbins.

Daily cleaning of all washroom and toilet

Daily cleaning of all stairs /parking area.

Daily cleaning and dusting of furniture.

Daily vacuum on carpets/ Heavy rubbish removal.

Daily cleaning all out side area.

Removing of spider web of every 15 days.

General cleaning of grill or every 15 days.

Cleaning doors, windows, Glasses, inside and outside of even/ 10 days.

Removing all spots of every kind from wall, door & windows.

Cleaning all electric appliances /Kitchen and break room maintenance.

All related work of janitorial is our responsibility.

General washing in every 15 days through machines after that buffing.

Daily cleaning glasses inside outsides.

Daily dusting reeking/Window cleaning.

Lobbies and common Area/Restroom Cleaning and supplies.

Conference Room Cleaning / Pre / Post Move - In Cleanup.

Porter / Matron Services/ Post - Construction Cleanup.

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RULES AND REGULATION

Following Rules and Regulations have to be followed during employment with VJD&Company:

1. Job will be carried out strictly in accordance with the procedures set by VJD & Co.
2. During duty hours, wearing uniform will be mandatory. If someone found without uniform, he/she will be returned from work and no salary will be paid for that particular day.
3. Salary is paid during 5th to 10th of each calendar month. In exceptional circumstances there is a chance of late salary.
4. Upon receiving complain against any employee, inquiry is conducted and if found guilty, proper disciplinary action is initiated that could amount to termination of that employee.
5. One week prior approval is mandatory for an employee willing to avail leave. Unauthorized absence from work will be treated gross misconduct that could lead to termination of employment.
6. Unethical behavior/practice such as involvement in stealing/theft (directly or indirectly), dacoit, harassment/threat to any employee/officer/director, consuming toxic material such as alcohol etc will be treated gross misconduct. He/She will refrain him/her to cause damage to any valuable of the customer company.
7. Punctuality is maintained at all cost: late arrival at work is not acceptable in any circumstances. Rs. 100/penalty will be imposed for each late.
8. Any worker may leave the job at any time by serving one month prior notice or depositing one month salary. Upon termination of employment* uniform and identify card will be surrendered. If someone leave the job without giving prior notice, no salary will be payable.
9. If a worker has complaint against any employee/officer/executive/director of Customer Company, he/she will report to VJD & Company and will refrain to involve in any altercation.
10. If someone found guilty of preparing forge documents, proper legal action will be initiated.
11. Every worker is required to take good care of property/asset/valuable of the customer company.

COMPLIANCE AND APPLICABLE LAW & INSURANCE

VJD & Company is fully compliant of applicable labor laws and employees are covered against accidental loss of life, disability and injuries.

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CLIENT LIST



Union Commercial Company
Textile Machinery Components



R. B. International
Rice Miller & Exporter



OTHER CLIENTS

- | | |
|-------------------------------|--|
| 1. Mercury Logistic Pakistan: | Suit # 412, 4 th Floor, Business Avenue, 26-A Block-6, P.E.C.H.S. |
| 2. Inter Globe Enterprises | Suit # 411, Business Avenue, Plot 26-A Block 6, P.E.C.H.S |
| 3. Solsense 1 | Suit # 301, Business Avenue, Sharah-e-Faisal, Karachi. |
| 4. Flat Way | Suit # 707, Business Avenue, Sharah-e-Faisal, Karachi. |
| 5. Rice lab Pakistan | Suit # 504, Business Avenue, Sharah-e-Faisal, Karachi. |
| 6. Together Consultant | Suit # 204, Business Avenue, Sharah-e-Faisal, Karachi. |

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CLIENT LIST



Al Hamd Academy
Tariq Road



Tabani Academy
Allah Wali Chorangi Nursary



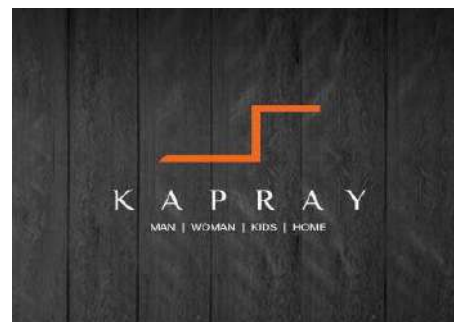
IBRAHIM TRADE TOWER



Dill Khusha
Tariq Road



THE CENTER



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CLIENT LIST



Bismallah Building



Six Sigma Plus



Business Center

Our Client (Nazeer Hussain Hospital)



Mercury Logistics Pakistan

International Freight Forwarders

SAWERA SKY TOWER KARACHI



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Office Address:

**Ground Floor . Office # 14 Building Business
Avenue main shahrah-e-faisal , Karachi.**

[Email: info@vjdandcompany.com.pk](mailto:info@vjdandcompany.com.pk)

LANDLINE

021-34321300

Vijay JD: 03362046975, 03002362259

For Further Detail Please Visit Our Website:

www.vjdandcompany.com.pk



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CLIENT LIST



Total Parco Pakistan limited

14 Floor Tower-B, Dolmen City
Plot # HC-3, Block-4, Scheme-5,
Clifton Karachi



DSV

DSV Solutions (Private) Limited
Office # 204, 205, & 206 Second Floor G-4
Square. Plot # B-11, MACHS, Opposite



4th Floor, Business Avenue, Shakra-e-Faisal



Tristar Transport (Pvt) Limited
Suit # 801, 8th Floor, Vital Foakh Tower
Shahra-e-Faisal, Karachi



Eastern Garments (Pvt) Ltd
Unit # 1, B- 58, S.I.T.E, Karachi



Tecno Pack Industries (Private) Limited
40-J / A - 1, Block - 6, Shahra-e-Faisal, PECHS, Karachi.

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Procter and Gamble (Pvt) Limited (JLL, a P&G GBS Business Partner)
Head Office: 12th Floor, Harbour Front Dolmen City, Block 4, Clifton, Karachi

Foundri Pvt Ltd

Prestige Trade Center, 1/1 – A, Block 3,
Main Shaheed-e-Millat Road



Askari Life Assurance Company Limited
Suit # 1104, 11th Floor, Plot G-19 Block-5 Emerald Tower

FWU AG Pakistan

Office # 408, Business Arcade Block-6 , PECHS Shahra-e-faisal

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Agility Logistics (Pvt) Limited

Head Office 2nd Floor Progressive Plaza Shahra-e-Faisal



Suite # 509, 5th Floor, Business Avenue, Shahra-e-faisal, PECHS, Karachi.



Business Arcade, Shahra-e-Faisal, Block 6, PECHS, Karachi

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ICBC

Branch 15th & 16th Floor, The Ocean Mall, Block-9 Clifton Karachi



Ehad Healthcare



Suite # 310, Business Arcade, Shahr-e- Faisal, PECHS, Karachi.

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1 Shahrah-e-Faisal Service Rd S, Sindhi Muslim Cooperative Housing Society Block
A Sindhi Muslim CHS (SMCHS), Karachi, Karachi City,



Head Office: 508, Continental Trade Centre, Block 8, Shahrah-e-Faisal, Pakistan Karachi
Main Clifton Road, Karachi, Pakistan Tele:9221-35303330



1-A,/ 15- Korangi Industrial Area Pakistan

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M.T Khan Road Karachi Sindh Pakistan



BAHRIA TOWN HEAD OFFIC
Tool Plaza Superhighway



Begum Akhtar Rukhsana Memorial Trust Hopspital

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Baharia Town

Careem

Ali Plaza Bhria Town

Careem's Global Network of Captains Hits One Million

OCS is now M&P



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9 decades of service to Indian trade and consumers

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TMUC
THE MILLENNIUM UNIVERSITY COLLEGE



Consulting Services Sapphire House No:1-Kokan Housing

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Office # 021-35630720, 0333-5792333, 0300-2362259

APP (PVT) LTD. C-114,SECTOR 6F

Pacman-CCL (Pakistan)C-113,Sector 6F

Korangi Industrial Area Karachi,Pakistan

ORDER CALL (PVT) LTD.

Tariq RoadKarachi

SocietyShaheed-e-Millat Road Karac



ROSHAN TRADE CENTER



SHARJAH TRADE CENTER



SAIMA PAARI RESIDENCY

- 1) EPAGE SOFTWARE COMPANY
- 2) COLABS PVT LTD
- 3) SOFTECH 360 PVT LTD
- 4) AVENZA PVT LTD
- 5) AVENZA PVT LTD (2)
- 6) FOOD SOURCING
- 7) UB MOTORS

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