Ref .No…………….. Date:……………………..

M/s Famous Human Resources Pvt .Ltd

License No 545/061/062

Kathmandu,Nepal

**DEMAND LETTER**

Dear Sir/Madam

We request you to select and recruit the following suitable personnel for our company from Nepal as per the details given below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Category** | **No. of workers** | **Salary (digit)** | **Salary (in words)** | **Air Ticket for joining the company and returning home after completion of contract period** |
| 01. | ------- | ------- | ------ | -------- |  |
| 02. | ------- | ------- | ------ | -------- |  |
| 03. | ------- | ------ | ------ | -------- |  |

 The following Terms & conditions shall be included in the contract.

 1. Period of employment : Two years (renewable)

1. Place of Employment : (State & Country Name)
2. Air Ticket : For Joining the Company for the first time

 (KTM-DOHA) and then Up & down air ticket will

 provided after the completion of two years

 contract.

1. Working Hour : 8 hrs per day, 6 days per week (48 hrs per week)
2. Over time : As per (Country Name) Labour Law.
3. Probation Period : 90 days from date of entry into (Country Name)
4. Resident permit : Resident permit will be provided by the company

 free of the cost.

1. Accommodation : Free bachelor accommodation should be

 Provided by the company

 9. Water, electricity & gas : Provided by the company

 10. Food : Provided by the company

 11. Medical / Insurance : Provided by the company

 12. Transportation (Bus) : Provided by the company(to and from the work site)

 13. Uniform, and safety Materials : Provided by the company

 14. Service Gratuity and Leave pay : Provided by the company as per (Country Name) Labour

 Law.

 15. Other Term & Conditions : A per (Country Name) Labour Law.

Name………………..

General Manager/ Managing Director