

AGENCY AGREEMENT

On this _____ Day of _____ 20 _____ it is agreed between M/s Amanatullah International Bureau Services. Arenja Chamber – 2, Office No - 904, 9th Floor, Flot No – 07, Sector – 15, CBD Belapur, Navi Mumbai - 400614 (India) With Reg. No. B-0776/MUM/PART/1000+5/9176/2016 and M/s. represented by

Mr. _____

1. That M/s. _____ the client hereby agrees to appoint Amanatullah International Bureau Services who are the Government approved recruiting agents on their authorized agents in India for the recruitment of personnel from India for their project in _____
2. Amanatullah International Bureau Services shall send the required personnel of the earliest possible time and strictly according to the merit, qualification and experiences required by the client on terms and conditions as laid down in demand letter.
3. That the client shall pay To and Fro air tickets to the personnel recruited by Amanatullah International Bureau Services according to the demand of the client.
4. That the amount of tickets be remitted to Amanatullah International Bureau Services before the departure of personnel.
5. That the client shall pay the return air tickets for all personnel at the end of the contracted period from zone of operation to India.
6. Amanatullah International Bureau Services shall arrange interview and Trade test of all the personnel and after complete satisfaction, shall recruit from, if so desired by the client Amanatullah International Bureau Services can arrange interview and tests in the presence of a representative at the client in India.
7. Amanatullah International Bureau Services shall not accept any service charge in any form from the candidates.
8. Amanatullah International Bureau Services shall furnish a complete medical examination and X-ray reports from a qualified doctor for each person showing that he is a good health and free from all infectious diseases.
9. That the client shall pay to Amanatullah International Bureau Services a sum of Rs./\$/US \$/Dhrms _____ in agency commission for each person recruited by form. The agency commission is inclusive of all expenses _____ namely Visa free, registration fee, Emigration Fee, Insurance, arrangements for interviews and all other incidental charges.
10. The amount of Rs./\$/US \$/Dhrms _____ shall be paid to Amanatullah International Bureau Services immediately, on arrival of the personnel in the zone of operation. If any person is found not capable of doing the job for which he is selected, such person shall be replaced free of charge within one month from the date of arrival on the job site. If however, the personnel is tested and selected by the authorized representative of the client, from replacement will not be the responsibility of Amanatullah International Bureau Services. A replacement also shall be supplied by the client if no replacement is required, such person will be sent back and air passage paid by the Amanatullah International Bureau Services.
11. That in case of any dispute between the two parties the same shall be settled mutually / amicably or referred to for arbitration according to the rules of the International Chamber of Commerce.

In Witness whereof we have executed this arrangement of this _____ day of _____

Witness

1. Official Seal and Signature of the Client
2. Official Seal and Signature of Amanatullah International Bureau Services