ISO 9001: 2015





INTELLIGENCE AND MANPOWER PRIVATE LIMITED
PROTECTED YOU FEEL



**Our Services** 

# All type Manpower Supply including

- **➤** Office Boy
- > Bending Operator
- > Carpenter
- > Helpers
- > Operator

- > House Keeping
- > Drivers
- > Welders
- > Fitter
- > Electrician

### **HEAD OFFICE ADDRESS:**

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# INTRODUCTION

### KGF INTELLIGENCE AND MANPOWER PRIVATE LIMITED

a facility management

company was incorporated in July 2019 by

Dir. Naresh Sharma the company is currently employing over the 1000 plus employees.

### KGF INTELLIGENCE AND MANPOWER PRIVATE LIMITED

is associated with the

provision of Facilities of Management Services

to those involved in Private Sector.

**KGF** Company

provides the complete Facilities

Management Services in all trades. These

Services includes Skilled/unskilled Staffing, Maintenance,

Cleaning Land Scaping etc., KGF Company

Services specializing in the Manufacturing,

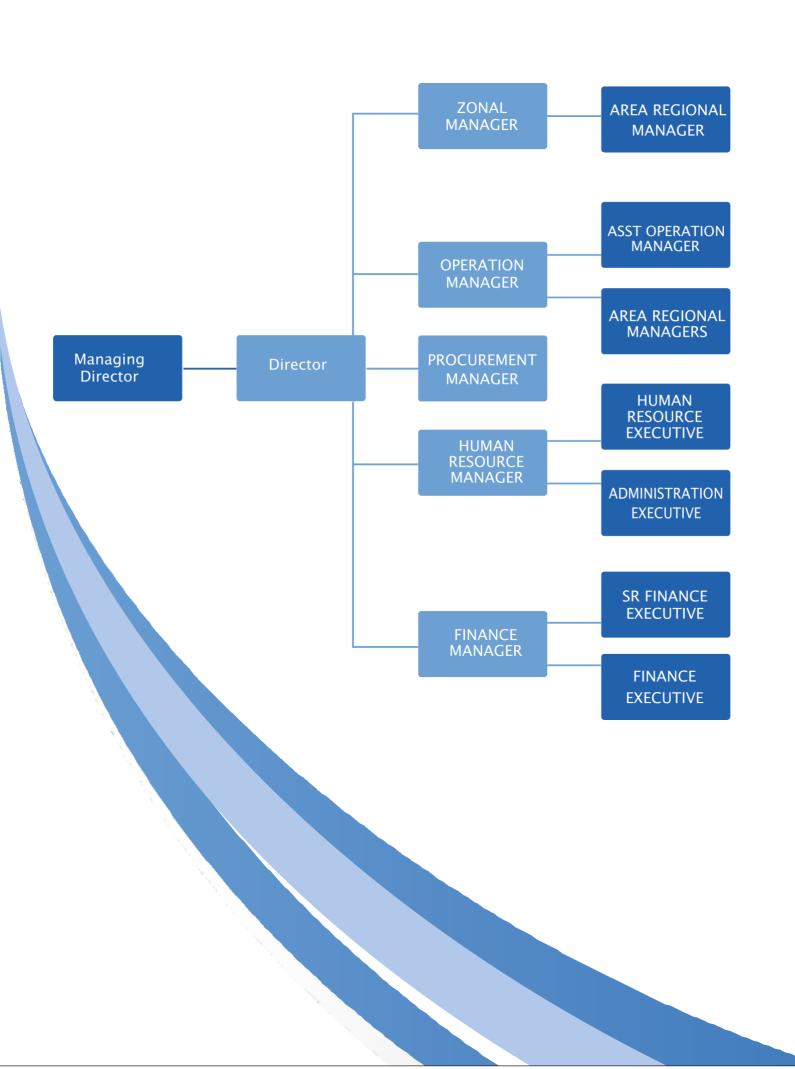
Educational, Hospitals Information Technology

and BPO etc.,

KGF Company Service has extended wings in concentrating their Services on PAN India basis.



# **ORGANISATION CHART**



### **VISION**

Our vision is to be increase the turnover at increasing rate, can be done through a leading professional Facilities Management team that is widely recognized for the creation and maintenance of exceptional innovative services and innovative services.

### **MISSION**

Our mission is to provide a safe, clean, productive and well-maintained physical environment for the customer's preference by planning and delivering professional services that are sustainable and supportive into the future.

### **VALUES**

The facilities department cares about the services that it provides for Employees, and Management Staff. Providing this serviceleads to adhering the values that contribute towards the achievement of our mission and vision.



# **OUR TARGETED SEGMENTS**

- Government Projects
- Private Sectors
- Financial Sectors
- Education Sectors
- Multi National Companies
- Commercial Buildings



# Our Quality Policy

Our Quality policy strives to meet the customers' requirement consistently. This will be achieved through continuous improvement in the Services. Working Techniques, Regular Training of Employees and effective application of Quality Management System adopted for providing all Facility Management Services.

- To provide outstanding Services, Support and Flexibility to achieve Client Satisfaction.
- To process and Service more reliable and less cost.



# **OUR SERVICES**



Skilled/ Unskilled Manpower

Office Management

Office Boy Service

**House Keeping Services** 

Carpet, Sofa & Other Cleaning

Landscaping & Horticulture

**Trading and Procurements** 

**Building Maintenance** 





We Provide skilled /unskilled manpower of all Trades.

We have a checklist system and procedures that ensures the quality and Effectiveness of our services.

In a ddition to this, we also providing periodical training to our employees that makes them serve you in the best possible way.

Our commitment and concern are reflected in our quick turn around timeon complaints











### **Our Manpower Services**

- Unskilled Manpower Services
- Skilled Manpower Services
- Customer Support Manpower Services
- Technical Manpower Services (Quality inspectors, packaging inspectors)
- Non-Technical Manpower Services
- Semi-Skilled Manpower Services
- Loading & Unloading
- Material Movement,
- Handling, Forwarding & Dispatch

Skilled /unskilled manpower Supply i.e Office Staff, Bending Operators, Helpers, Welders, Carpenters, Drivers, Fitters, Computer Operators, Technician for Corporate Offices, Office Campus, Industries, IT, Institutes, MNC, Hospital and Commercial Complex by Latest Methods and well trained skilled /unskilled manpower Technician Persons with pleasant Working Environment.

Our manpower is Punctual, Hard Working and Honest to Their Task.





# House Keeping

We have a checklist system and procedures that ensures the quality and Effectiveness of our services.

In a ddition to this, we also providing periodical training to our employees that makes them serve you in the best possible way.

Our commitment and concern are reflected in our quick turn around timeon complaints



House Keeping services for Corporate Offices, Office Campus, Industries, IT, Institutes, MNC, Hospital and Commercial Complex by Latest Methods and well trained housekeeping Technica Persons with pleasant Working Environment.

Daily Sweeping and moping of all floor areaon continuous basis with quality cleaning materials.

Cleaning and moping of all rest rooms at regular intervals with quality materials Upkeep of all ceramic fittings and other statutory fittings and providing disinfectant materials and air purifiers for wash area and washbasins.

Dusting and Cleaning of glassdoors, windows, light fittings, sign boards, telephonesetc

Cleaning furniture with dryclothes.

Collection and disposalof garbage waste papers at regularintervals

Scrubbing the floor tileson weekly basis

Office Support Services - Courier, Procurement of utility and decorative office items/magazine.

# Other Cleanings

We always use the best equipment available and thoroughly train our operatives to use it. We follow the best known techniques and methods of cleaningin the industry together with keepinga close eye on the competition and the constantly developing new technologies.

- Carpet Cleaning
- Sofa / Chairs Cleaning
- Vertical Blinds Cleaning
- One-off Cleaning
- After Builders Cleaning

### **Landscaping Hor?culture**

We are a professional plant hire, gardening and landscaping service provider and if needed, we can offer advise on the types of indoor plants suitable for particular internal spaces, including advise on container types available, and suggested position of plants



**OUR** 

**SERVICES** 

# As part of our maintenance service we will:

- Water and fertilize as necessary
- Dust, clean and prune the office plants as required.
- Inspect for pest and diseases. Any treatment for pests if required is carried out using people friendly, non-toxic, sprays
- Replace plants when they become unattractive.
- Planting of seasonal varieties



# **Trading and Procurements**

KGF Company SERVICES has been successfully engaged in Tradinga wide range of cleaning products for Cleaning Floor, Toilets/commode, kitchen, sink, windows, bathrooms, furniture, carpets, bottles, car, ceilings, etc.

# We Provide Environmental Friendly Materials





# **Building Maintenance**

### Electrical, A/c And Elevators

All forms of electrical work and A/C undertaken and we are familiar with both commercial and Industrial Installations. We can service or repair existing wiring or rewire where necessary on power, lighting, fire and smoke detection and door entry systems.

# Plumbing And Drainage

We are conversant with commercial and industrial plumbing and Draining systems. Water management like continuous checking of water pressure, meter reading operational costs, inflow /outflow center. Maintenance of W.C, Flush tanks various values etc. Detection and rectification of any leakage in plumping line



# Carpentry

We do all kind of Carpentry, Interior jobs and Product Design as per the customer requirements with Higher Qualityand lower priceincluding of Corporate Furniture, Computer Table, Safety Lockers, Metal Channels, Racks, Soft Boards, White Boards and Locking System.

# **Painting**

Painting, paper hanging, rag rolling, airless spraying, portaflex, grain and marble work. We are also able to undertake ceramic, mosaicor quarry tilingto walls and floors

# **OUR FOOTPRINTS**



Mention LocationsAre Our Footprints



# **OUR CLIENTS**

























































