



Roman Management Services Pvt. Ltd.



**Manpower & facility
management**



Particulars of Company

Name of the company :- Roman Management Services Pvt. Ltd.

Office Address :- T-427, 3rd Floor, Ansal Corporate Plaza, Palam Vihar,
Gurugram, Haryana (122001)

CIN No.:- U74920DL2016PTC290199

Epfo No.:- DLCPM1471023000

Esic No.:- 22001210680000999

Gst No.:- 06AAHCR6032R1ZV

Pan No.:- AAHCR6032R

Website:- www.romanservices.in

Email id:- romanmspl01@gmail.com , ksinfo@romanservices.co.in

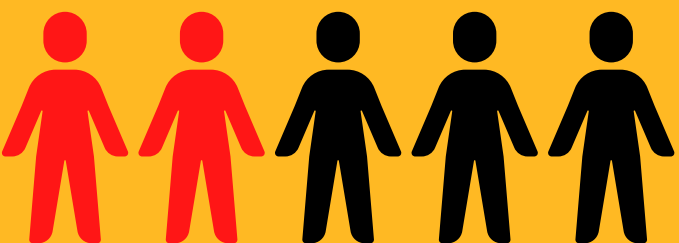
Contact No. :- +91-7836910101, +91-9205099027, 0124-4058028



MIS Report & Check Point Meetings

We have standard operating procedures in place where in our staff is required to make daily report on the day's schedules and activities that helps us to keep a complete check on all employees. This also gives us a feed back on the activities of every member of various teams. We also have software for billing.

As a part of two way communication system regular meeting with the clients are ensured and the feedback on the performance deliverables is shared. Our motto is to provide punctual, safe, reliable & uninterrupted service.



Roman Management Services Vision, Mission & Values:-



Vision

“We strive to be the Benchmark Setters in our industry in terms of service excellence and customer loyalty.”



Mission

“To Lead Customer and Industry by providing stress-free and healthy working environment, addressing customers’ individual needs.”



Values

- Service Quality
- Integrity
- Accountability



Core Values

- **Service before self – the interests of customers is our priority.**
- **Customer Satisfaction – dedicated in providing excellent safety and service experience, assuring unwavering loyalty of our customers.**
- **“We Try Harder” philosophy – Our aim is to achieve customer delight, rather than stopping at customer satisfaction.**





Our Services

- **Man power strength – Labour for production and Housekeepers in various sites.**
- **We also provide Engineers/ Office Assistance/ Fitter/ Turner/ Welder/ Machinist etc. for daily production basis.**
- **We also provide sweepers for hygiene & sanitation of the unit with & without cleaning material.**
- **Various Grades – Three star, Two star, single star, normal category and house keeper.**
- **Help Line– facilities of stand by guards, made available at a short notice.**





Roman Management Services Pvt. Ltd. a brief

- **Roman Management Services Private Limited has been promoted by Mr. KULDEEP SINGH managed by professional staff with proven expertise and housekeeping services.**
- **A well equipped experienced and qualified workforce is the back - bone of the company and each staff member is dedicated for Sustainable Growth through Operational Excellence and makes the organization a valued partner in the community.**

Administration

- We provide our clients 24 – hour Help Line number, which ensures that we are at your service at any time.
- **Communication/ Customer care**
 1. All the Supervisors have been given Mobile phone for smooth communication.
- **Supervisors**
 1. We provide supervisors to each of our clients. These supervisors have adequate experience in the Industry and are trained to interact with users in an effective and courteous manner.

Operation For Company Set Up

- All Supervisors are being Trained as per the requirements and satisfaction of the customer.
- A periodical training schedule for each supervisor is being organized to meet the changing environment.
- Monthly analysis is also conducted for performance of each person.



Manpower

The back bone of the Security

Experience

All our staff are well experienced, 100% physically fit and have been associated with similar fields for a couple of years.

Capabilities

All our staff are capable to deal with various situations, which may arise and are, trained to display initiative with tact and circumspection.

Training

100% staff are in house professionally trained

Our Strength

- We are dedicated to continuous innovation and pursue of new ideas and opportunities to accelerate profitable growth.
- We deliver value in all we do to assure consistently high delivery standards to our client orders.
- We recognize and reward excellent performance, which drives superior results.
- We treat each person with whom we work with respect, professionalism and dignity.
- We communicate expectations to employees and provide honest and timely feedback on performance.
- We embrace a diversity of ideas, cultures, ethnicities, and backgrounds to enhance our promise and value to customers.

The persons engaged in rendering the services will be on our roll and we are fully responsible to comply with the provision of the following Act :-

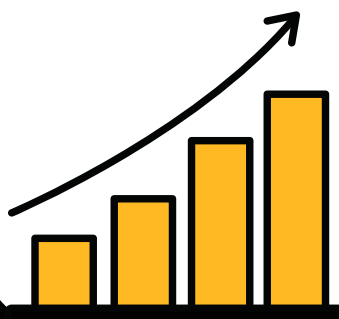
- **The Employee's State Insurance Act 1948 (ESIC)**
- **The Employee's Provident Fund Misc. Provision Act 1952**

Our Responsibilities



- **The Minimum Wages Act.**
- **The Contract Labour Act 1970.**
- **To provide efficiency in work and peaceful working environment.**

Rate List



- Wages : As per Govt. Minimum Wages Act.
- EPFO Charges : 13% on Basic Wages
- ESIC Charges : 3.25% on Gross Wages
- LWF Charges : 0.2% on Basic Wages
- Service Charges : 8% to 15% on Gross Wages (Adjustable)
- GST Charges : As Declare by Central & State Govt.
- Sup. Salary : 20,000/-

We Have More Than 150 Companies :-



Companies List :-

- **Jagatjit Industries Ltd.**
Vill.-Hamira, Dis.-Kapurthala, Punjab (144802)
- **AMS Electrocoat LLP**
#103, Sec-03, Imt Manesar, Gurgaon, Hr. (122052)
- **Monochem Graphics Pvt. Ltd.**
#134, Sec-08, Imt Manesar, Gurgaon, Hr.(122051)
- **Ashok Leyland Limited**
SPL-298, MIA, Alwar, Raj. (301030)
- **Spark**
#166, Udhyog Vihar, Phase-1, Gurgaon, Hr. (122016)
- **Alpha Maier Pvt. Ltd.**
#402, Sector-08, Imt Manesar, Gurgaon Hr. (122051)

Companies List :-

■ **Magnum Coating Pvt. Ltd.**

#41, Sec-07, IMT Manesar, Gurgaon, Hr. (122051)

■ **Hero Motors (Hero Cycles Ltd.)**

GT Road, Dadri, Dujana, Gautam Budh Nagar, Up. (203207)

■ **Top Motocomponents Pvt Ltd.**

#55, 61&62 Roz-ka-meo, Industrial Area, Phase-1, Nuh Mewat, Hr. (122107)

■ **Daks India Industries Pvt. Ltd.**

#2, Site-5, Kasna Ind. Area, Greater Noida, Up. (201306)

■ **JSG Innotech Pvt. Ltd.**

#63, Sec-53, HSIIDC Ph.-05, Kundli, Sonipat, Hr. (131028)

Companies List :-

- **Sita Singh & Sons Pvt. Ltd.**
Prithhla, Palwal, Hr. (121102)
- **IHF Clothing Pvt.Ltd.**
#92, Udyog Vihar, Phase-1, Gurgaon, Hr. (122016)
- **Spinks India**
#135, Pace City-1, Sector-37, Gurgaon, Hr. (122001)
- **Aisan FiemAutomotives India Pvt. Ltd.**
#B4-B5, Salarpur Industrial Area, Bhiwadi, Alwar, Raj. (301019)
- **Nippon Paint India Pvt. Ltd.**
#148, Sector-7, Imt Manesar, Gurgaon Hr. (122052)

Companies List :-

■ **VVDN Technologies Pvt Ltd.**

#449-450, Sector-08, Imt Manesar, Gurgaon Hr. (122052)

■ **Maxbros Ventures India Limited**

#104, Sector-04, Imt Manesar, Gurgaon Hr. (122051)

■ **Veeba Food Services Private Limited**

SP 3-7, Riico Industrial Area Keshwana, Kotputli, Jaipur. Raj. (303108)

■ **Youngman India Pvt.Ltd.**

#14, EcotechI Extension, Kasna, Greater Noida Up. (201306)

■ **S.K. Spring Co.**

Behrampur Industrial Area, Begampur Khatola Road, Gurgaon Hr. (122001)

Companies List :-

- **Adani Renewable Energy Park Raj. Ltd.**
Fatehgarh, Jaisalmer, Rajasthan
- **Energeo Works India Pvt. Ltd.**
Khasra No. 718/1, Vill-Khandsa, Adjacent Rose land Public School,
Near Hero Honda Chowk, Gurgaon, Hr. (122001)
- **Ready Roti Pvt. Ltd.**
#F-28, Riico Industrial Area Sarekhurd, Tijara, Alwar, Raj. (301707)
- **Ambe Bi-Wheelers Pvt. Ltd.**
#839A, Part-II Khasra No.15/19, Samalkha, South West Delhi
- **Jagatjit Industries Ltd.**
SP 1-3, Sotanala Riico Industrial Area, Behror, Alwar, Raj. (301701)



Green India, Our Future India

Thank You!!!

Please do not print this email unless it is necessary. Spread environmental awareness.