

# WE MAKE PLACES SHINE



People everywhere need to know they are visiting and working in places that are clean, safe and hygienic. It's not enough that it's spotless. Every day, our custom cleaning services keep people healthy and safe, nurture wellbeing and shape strong and reputable workplaces – offering smart technology, best-in-class products and expertly trained people to give you peace of mind.



- **General Cleaning**
- **Hospital Cleaning**
- **Building Cleaning**
- **Industrial Floor Cleaning**
- **High Pressure Washing**
- **Landscape & Ground Maintenance**
- **Disinfection & Fumigation**

# Alal Ara International: Policy

We guarantee consistent quality cleaning services. We employ reliable, hard-working and trustworthy cleaning technicians that are driven by our employee incentives and their desire to give the best possible service to our clients.

We strive to exceed your expectations for quality cleaning services. We inspect our work before leaving your premises. Occasionally and without intention our crews may miss something. So, if, after your inspection, you find our technicians missed something, please contact us within 24 hours so we can correct the issue the next day.

Alala Ara International is not responsible for damage due to faulty or improper installation of items. Please inform us of any items in your premises that require this type of attention. The cleaning crew will immediately notify the client of any accidental damage that occurs during each job. In the event that the client finds any damage in the premises as a result of our cleaning service, we ask that you notify to Alal Ara international within two (2) days after service. If notification is made past the two (2) daytime period, Alal Ara international the right to deny compensation.

We normally work in crews consisting of two or three professionally trained cleaning technicians. Every crew includes a team leader that supervises every task and ensures consistent quality workmanship at each job.

For their safety and to comply with local and International regulations. We provide all equipment and supplies. All employees arrive in uniform and ID badges for identity and your protection.

Thank you for understanding.

We welcome and appreciate any suggestions that we may use to improve our service to you, our valued client. Please visit our website to complete our performance evaluation so we may better serve you.

Managing Director  
**MD. Shamim Khan**



# Alal Ara International:

## About Us.

### **We offer full-fledge of cleaning services to customer.**

Alal-ara International Cleaning Services was established in March 2015. We identified an opportunity to introduce new innovative technology to the cleaning industry. Our approach is based on tested processes, methods and skilled Team. Although it was started with a modest amount of capital but today Alal-ara International Cleaning Services is growing fast in every aspect in order to meet the demand of the fast-growing Industry. We are supported by a strong management team comprising people with relevant technical experience.

WE, at Alal-ara International Cleaning Services believe that a good health is conducive to the productivity and the quality of our surrounding. "We Strive to Provide Luxury, High Standard and Attention for Detail Cleaning Service to Exceed the Challenging Need of Our Customers" Vision Mission Values To meet the growing demand of cleaning industry with the latest art of technology in order to exceed our customer requirement.

We began to offering full-fledge of cleaning services to customer due to customer demand that push company to diversify its services in 2015. We started off with cleaning services in food and beverages outlets, shopping malls and now we are expanding our services into high rise façade cleaning, cleanroom cleaning, hygiene service and landscape & ground and maintenance.

We are passionate about providing a flexible and customize service where every customer is treated equally no matter how large and small the contract value. We will ensure that every contract is maintained at the consistent level of quality by doing one-off spot checks or scheduled visits, tested process and methods delivered by our skilled employees.

Our areas of expertise include Industrial, Commercial, Corporate Office, Hospital and Residential Cleaning. We aim to provide quality service to our customer as we believe that clean and healthy environment is beneficial to one's physical and mental health.

We understand that establishing positive and effective leadership is a key factor in proving our customers with excellent services. We also implement Health & Safety and Recycling Policies that have been through both experience and knowledge and are in line with best practice management.

## Company Management info:

**MD. SHAMIM KHAN**

**MANAGING DIRECTOR**

Email: [shamim@alalarainternational.com](mailto:shamim@alalarainternational.com)

**MOSTAFIJ KHAN**

**EXECUTIVE DIRECTOR**

Email: [mostafij@alalarainternational.com](mailto:mostafij@alalarainternational.com)

**MD. MOHSIN HOSSAIN**

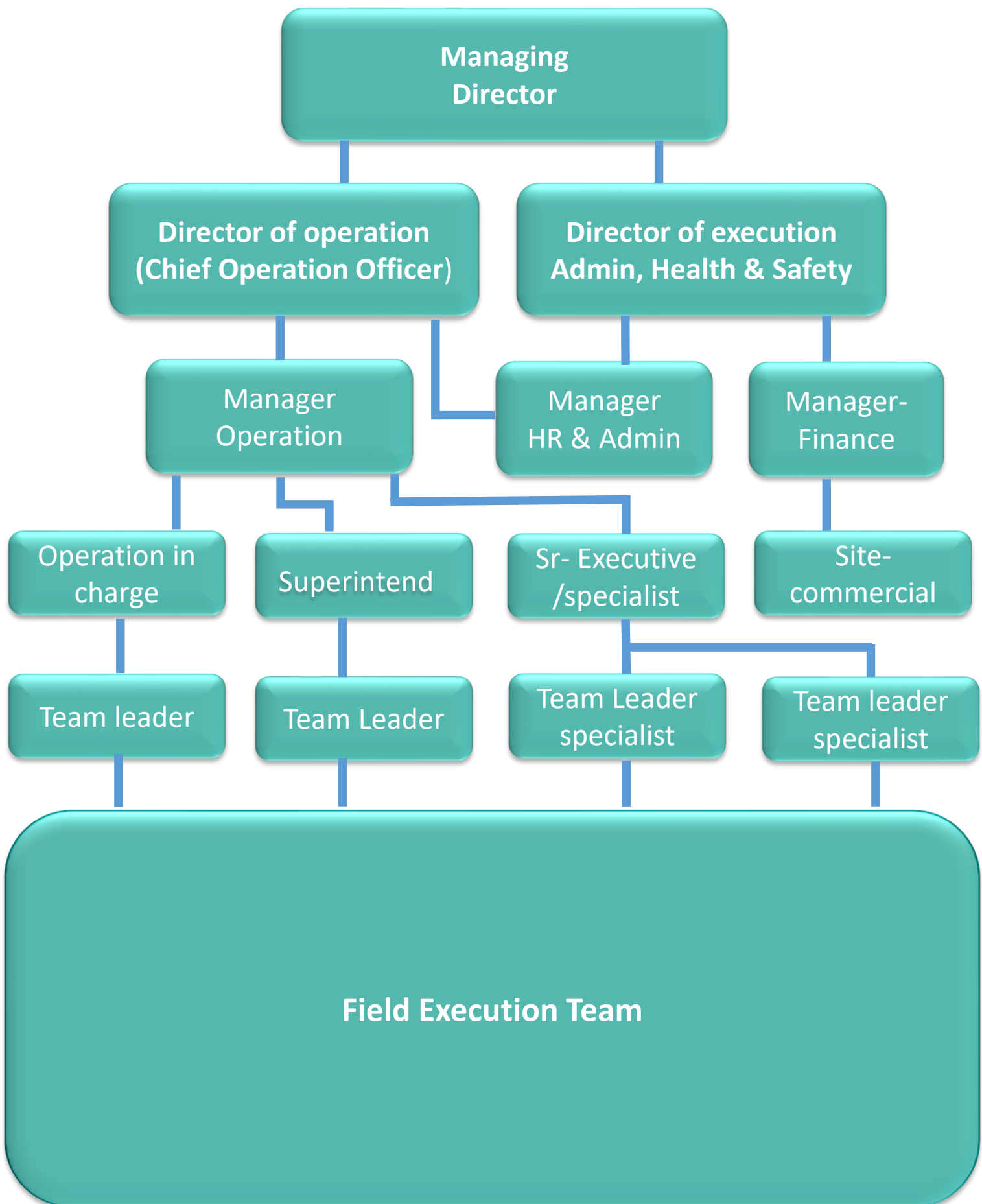
**DIRECTOR OF OPERATION**

Email: [mohsin@alalarainternational.com](mailto:mohsin@alalarainternational.com)

For any information, requesting you to send us email to  
[info@alalarainternational.com](mailto:info@alalarainternational.com)



## Company Organizational Chart:



# Alal Ara International: Value added services

## We value our customers by:

These eight important values are the building blocks that constitute Alal-Ara International Service Value System.

To ensure that our customer gets the best service available in the Cleaning Industry, providing a Premium and Luxurious service and ultimately exceed customer expectation.

To success:

1. Integrity
2. Accountability
3. Responsibility
4. Teamwork
5. Mutual respects
6. Discipline
7. Innovation
8. Excellence



### Our Valuable Customer

1. Leeu Fashion Ltd.
2. Next Composite Ltd.
3. Roar Fashion



# Our priorities: Health and Safety



## Health & Safety Policies.

**Our Health & Safety Policies has been organized, implemented and monitored with the company responsible personnel.**

This statement should be read in conjunction with the Health & Safety policies that set out our specific responsibilities and arrangements which Health & Safety is to be organized, implemented and monitored within the company.

- We are committed to provide a healthy and safe working environment for all employees and non-employees affected by our activities. We will use all reasonable endeavors to ensure safe systems of work throughout our business activities and will do all that is reasonably practicable to ensure a safe & healthy working environment and safe working methods.
- We consider that health & safety an important part of all our management systems and that clear communication and co-operation between management, employees and the customers are important in order to achieve a high standard of health & safety at work.
- No compromise on safety, keeping this slogan ahead to every worker strictly aide to performs their activities with a safe execution. Behavioral change is the common issues on workers, however, coaching and guideline can build a culture of health and safety which can leads us a safe journey at work.
- Company management has their direct involvement on any kind of health and safety issues, especially director of Admin & Finance has wide range of health and safety knowledge gathered form MNC and abroad about 15 years of experiences.

# Our priorities: Health and Safety

- The Company will:
  - Initiate and maintain a safe and healthy workplace, so far as is reasonably practicable to ensure that employees, customers, visitors, and the environment are not exposed to risks arising from our cleaning activities.
  - Ensure that employees have adequate support, supervisor, relevant health & safety documentation, information and training required, in order to make them aware of potential hazard within the workplace.
  - Ensure that no person intentionally or recklessly interferes with or misuses anything provided in the interests of health, safety or welfare.
  - Communicate with the employees on matters affecting their health & safety and the importance of reporting or eliminating hazards by encouraging them to bring to the attention of management any proposals for the improvement of health & safety standards, thereby allowing them to fulfill their duties safely without risk to themselves or others.
- We believe in improving health & safety standards through constant monitoring and reviewing of our health & safety policies and procedures. A safe and healthy workplace can only be achieved if employees accept responsibility for their own health & safety and that of other persons who may be affected by their work activities. We should all work together in order to raise awareness of health & safety in the workplace and ensure that safety procedures and policies are adhered to.



## Our responsibilities:



### Recycling policy:

Alal Ara cleaning service will work alongside your organization to ensure all Employee are retain and ensure recycling policy is correctly followed.

**We go to great lengths to ensure our activities are environmentally sustainable. Working with and to our customer's guidelines we follow procedures to adhere to the following:**

- Reduction of environmentally harmful chemicals.
- Energy and water conservations.
- Sustainability improvements included in job descriptions and Employees objectives.
- Increased provision of Fair-trade goods.
- Commitment to working with the Environment Forum.
- Aiming for continual improvement on carbon emissions, recycling, water consumption, waste production, business mileage and use of sustainable products. All incidents, such as the spillage of chemicals, improper disposal of waste chemicals or other unnecessary emissions to water and the atmosphere must be prevented and reported to line management if they occur.

## Company Aims:



# Our Expertise & Services

## Comprehensive General Cleaning:

Comprehensive housekeeping service is the foundation of our Company. We specialize in offering a tailor made, comprehensive cleaning service for your business. Our team members are the most experienced professionals in the business and our proven methods provide healthy and safe working environments for our clients every day.

<b><i>We provide service to:</i></b>	<b><i>Our cleaning services:</i></b>
Office building	Post construction cleaning
Hospital	Comprehensive cleaning
Bank	Fabric and upholstery
University/ College / School	Comprehensive carpet & floor cleaning
Apartment / Condominium	Crystallization
Airport	Pottering service – General waste, medical waste, linen
Aircraft cleaning	Cleanroom cleaning

# Our Expertise & Services

## Shopping Mall Cleaning

Alal Ara understands that clean, safe and orderly retails centers set the tone for a positive customer experience.

We found that routine cleaning and upkeep is a key factor in maintaining customer satisfaction and loyalty for all shopping malls regardless of their business sizes.

Thus, we have all the equipment, highly skilled and well-trained cleaner to execute each task effectively during peak and off time hours to ensure your shoppers will have a pleasant shopping experience in your mall.





# Our Expertise & Services

## Industrial & Cleanroom Cleaning

At Alal Ara International, all of our cleaning contract will be developed and customized according to customer needs and budget. We do both light and heavy cleaning work for industries such as processing plants, manufacturers and warehouses.

The work in industries is usually performed in unsafe and hazardous conditions, and generally requires specialized machinery, as well as safety equipment. Hence, all of our cleaning specialist will be trained and learn all about safety knowledge before they could conduct the general cleaning works and continue the day to day maintaining and operation works at the industrial sites and cleanroom.





# Our Expertise & Services

## Internal & External High Rise Building Cleaning

We provide window cleaning services for low-, mid- and high-rise buildings. Our crew are extensively trained and certified to operate all window cleaning. We clean internal and external surfaces, wall surfaces and aluminum façade of high-rise buildings.

With access to variety of tools & equipment, we provide you with a safe, innovative and economical approach tailored to suit your need with minimal disruption to other services. Our high-rise team are fully trained.

We use our own skilled employees, rather than subcontractors, which ensures your job will be handled correctly with satisfaction guaranteed.

**We provide high rise cleaning to the following type of facilities:**

- o Hotel
- o Office building
- o Hospital
- o Government building
- o Bank
- o Condominium
- o Luxury apartment communities
- o Shopping complex o large retail



# Our Expertise & Services

## Disinfection & Fumigation:

In case of suspected /confirmed COVID-19 case, arrangement in place for building disinfection/fumigation.

Alal Ara International, will be developed both light and heavy cleaning for hospital/clinic/ diagnostic centers or heavy industry building for disinfection/fumigation.

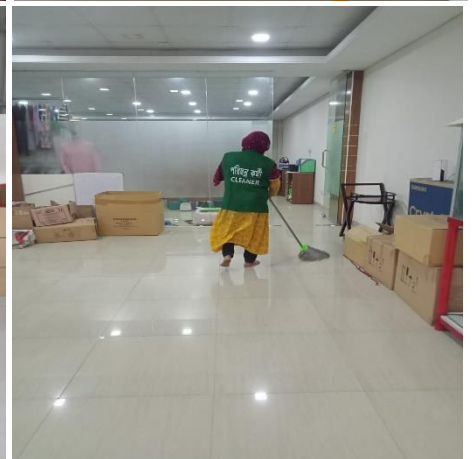




# Our Expertise & Services

## Industry/Factory cleaning:

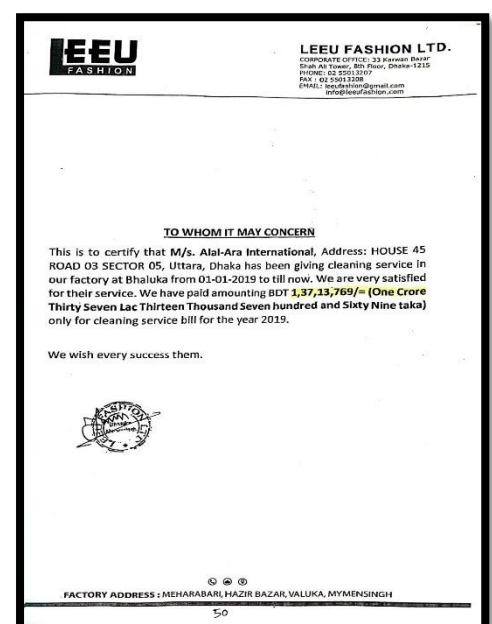
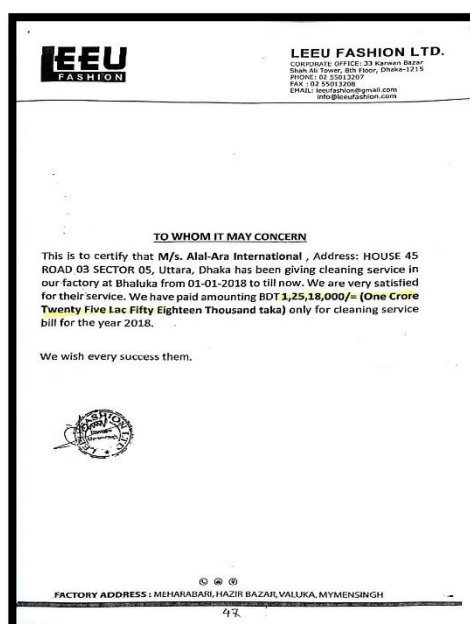
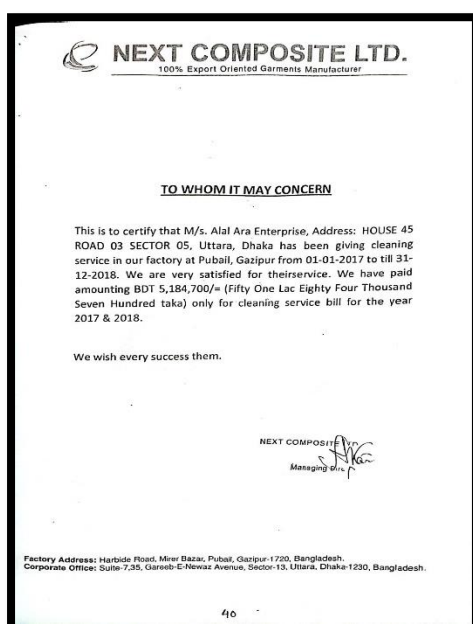
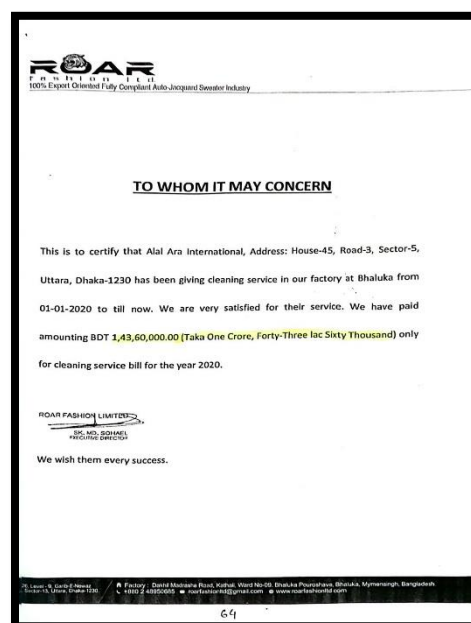
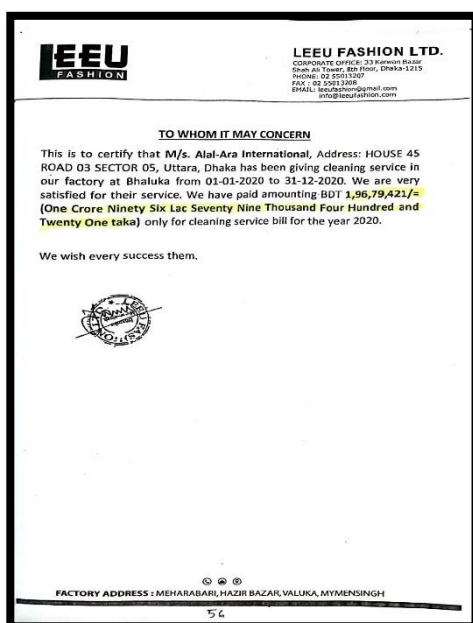
Alal Ara International also performs small and large industry/factory light and heavy cleaning services by their regular employees.



# Appreciation latter:

## Company appreciation latter:

Alal Ara International has received several appreciation latter from their clients, it is recommended that Alal International has been provided best services to their clients.



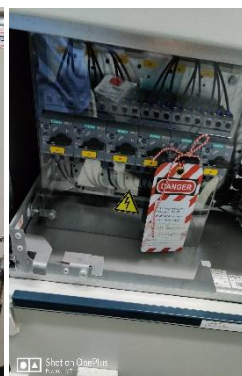
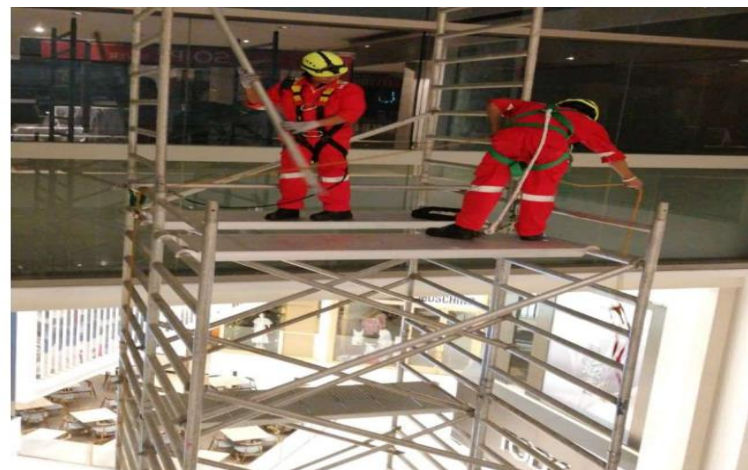


# Our Expertise & Services

## Maintenance

Alal Ara is a full -service facility maintenance base company providing cost effective facilities management solutions. We provide exceptional service and workmanship at reasonable prices. Utilizing an extensive network of highly qualified, carefully screened team of employees allows us to perform a collection of maintenance and repair services for Mechanical and Electrical instruments. We also provides civil works- building renovation works by our Civil Engineering team. Our employees is eagerly aware of the unique characteristics and operating issues associated with servicing.

Customer satisfaction by providing best services is our main goal, this allows us to customize a flexible program that work best to our customers. Services include maintenance and repair of electrical works, air conditioning units, plumbing repairs and ground maintenance. Ground maintenance covers a wide range of activities that create a pleasant outlook of the land surrounding a customer's building and Safe-guard the good health and safety of employees and theirs valued visitors.





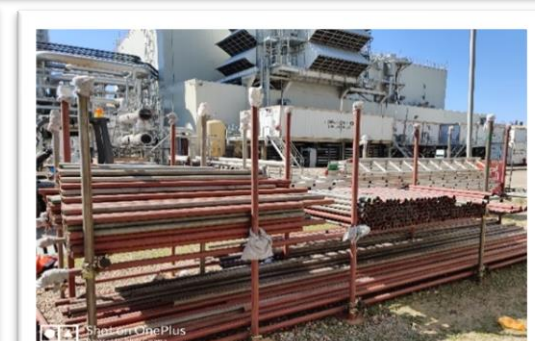
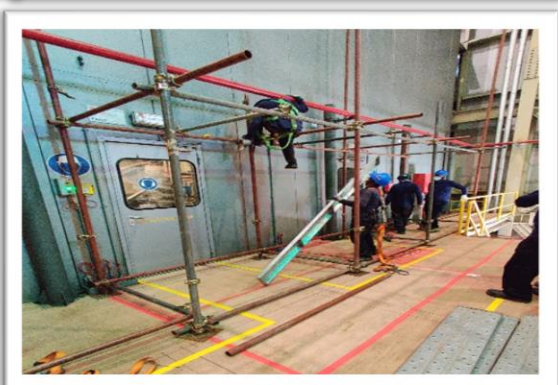
# Our Expertise & Services

## Scaffolding Installation and dismantling:

Scaffolding is a provisional or temporary structure used to support construction activities like construction of a building, maintenance, repair work of buildings or bridges, and other such structures. In addition to construction activities, Scaffolding also functions as a platform for construction workers to perform construction tasks. Scaffolding is essential as far as safety is concerned, as improper scaffolding may lead to death or severe injury to construction workers.

There are other technical aspects of scaffolding work, including the role of the scaffolder, scaffolding anchor nut, scaffolding system formwork, aluminum formwork, and the part of trestle scaffolding in construction.

Alal Ara International have their own workmanship to involve scaffolding works (erection and dismantling) in any working environment by their experts. We offer safe scaffolding works by us in your premises.





# Our Expertise & Services

## Landscape & Ground

Our certified and insured landscaping employees is skilled at making a common exterior uncommonly beautiful. Whether it is installing new landscaping designs, restoring historic sites or simply maintaining the existing landscape with attentive landscaping service, we have the expertise to beautify your garden and bring out the richness of your facility, creating a lasting first impression that signifies quality.

### Other services such as:

- Soft scape and hard scape gras cutting and pruning
- Potted plants
- Fertilizing
- Pesticide



# Company Registration Information:

**ভালুকা পৌরসভা**  
**ট্রেড/প্রফেশন লাইসেন্স**

লাইসেন্স নং: ০১৫২১  
লাইসেন্স আইডি: ০৯-০৩৫-০১৫২১  
প্রকার নং: ০৯  
সার্ভিস/প্রকার/মহলা: কঠালী  
লাইসেন্স ইস্যুর তারিখ: ২৮-০৮-২০২২  
নবায়নের তারিখ: ২০২২-২০২৩  
নবায়নের তারিখ: ২৮-০৮-২০২২ ইং

শেখরজা আইন-২০০৯ এর ১০২-১০৮ ধারার ওয়্যার ডায়ালিস এর ৮, ১০, ১৯ ও ২২ আইটেম অনুসারে (ট্রেড, প্রফেশন, কলিং ও বিজ্ঞাপন) ব্যবসা/সেবার অনুমোদন পর নিম্নে বর্ণিত ব্যক্তি/প্রতিষ্ঠানের অনুমোদন দেওয়া হল। যাচাই মেসার্স: ২০২৩ ইং সনের ৩০ জুন পর্যন্ত বলবৎ থাকিবে।

১. ব্যবসা প্রতিষ্ঠানের নাম: **আলাল- আরা ইন্টারন্যাশনাল**  
২. ব্যবসার ধরন: **ফেব্রিক্স এবং এক্সপোর্টস আমদানী- রপ্তানী ও সরবরাহকারী**  
৩. মালিকের নাম: **মোঃ মোঃ শামীম খান**  
৪. পিতা/স্বামীর নাম: **আব্দুল মান্নান খান**  
৫. মাতার নাম: **মোছাঃ নূরজাহান খানম**  
৬. ব্যবসা প্রতিষ্ঠানের ঠিকানা: **হোজিং নং: ০১, সোকারা নং: ০১, দাখিল মাদ্রাশা রোড, কঠালী, ০৯নং ওয়ার্ড, ভালুকা পৌরসভা, ময়মনসিংহ**  
৭. মালিকের ঠিকানা (বর্তমান): **বাড়ী নং ২৬, খট্টাব এ নেওয়ার এজিনিউ, সেক্টর ১৩, উত্তরা, ঢাকা- ১২৩০।**  
৮. মালিকের ঠিকানা (স্থায়ী): **দাখিল মাদ্রাশা রোড, কঠালী, ০৯নং ওয়ার্ড, ভালুকা পৌরসভা, ময়মনসিংহ**  
৯. লাইসেন্স আইডি নং: **০১১০৩৯৬৮৩১০০**  
১০. প্রথম/দ্বিতীয় নং: **০১১০৩১১৮৩৮**  
১১. কর্তৃত্ব বিবরণ

আলাল- আরা ইন্টারন্যাশনাল	টাকা
ট্রেড লাইসেন্স/নবায়ন ফি	৪,৫০০
সাইনবোর্ড বার	১০০
সিট	৫০০
বকেয়া	০
সংরক্ষণ	০
মোট	৫,২০০

লাইসেন্সধারীর নিজস্ব হাতে সঠিক পাঠ্য ব্যবস্থা দেওয়া হবে। টাকার আদায় করা হল।

**মুহক-২.৩**

**Government of the People's Republic of Bangladesh**  
**National Board of Revenue**  
**Taxpayer's Identification Number (TIN) Certificate**  
**TIN : 182346410761**

This is to Certify that **MD. SHAMEM KHAN** is a Registered Taxpayer of National Board of Revenue under the jurisdiction of Taxes Circle-130, Taxes Zone 06, Dhaka.

**Taxpayer's Particulars :**

- 1) Name : **MD. SHAMEM KHAN**
- 2) Father's Name : **Late Abdul Mannan Khan**
- 3) Mother's Name : **Mrs. Nurzahan Khanom**
- 4.a) Current Address : **152/2, Green Road,, Dhaka**
- 4.b) Permanent Address : **VIII+P.O- Kathali, Bhaluka, Mymensingh**
- 5) Previous TIN : **1101062619**
- 6) Status : **Individual**

Date : November 30, 2013

**Government of the People's Republic of Bangladesh**  
**National Board of Revenue**  
**Customs, Excise and VAT Commissionerate, Dhaka (North)**  
**Gazipur Division**  
**Value Added Tax Registration Certificate**

This is to certify that the person whose details are given below is registered under Value Added Tax and Supplementary Duty Act, 2012 (Act No. 47 of 2012)

**BIN : 001880329-0103**

Name of the Entity : **ALAL ARA INTERNATIONAL**  
Trading Brand Name : **N/A**  
Old BIN : **N/A**  
e-TIN : **182346410761**  
Address : **Dakhil Madrasha Road, Word # 9, Kathali, Bhaluka Pouroshova, Bhaluka PS, Mymensingh-2240, Bangladesh**  
Issue Date : **01/08/2019**  
Effective Date : **01/08/2019**  
Type of Ownership : **Proprietorship**  
Major Area of Economic Activity : **Retail/Wholesale Trading**

**Mushak-2.3**

**DCCI**  
**DHAKA CHAMBER OF COMMERCE & INDUSTRY**  
65-66, MOTUHEEL COMMERCIAL AREA, DHAKA-1000  
**MEMBERSHIP CERTIFICATE**

Block No. **086** Serial No. **08582**

This is to Certify that **M/s. Alal-Ara International** of **Plot-34, Sonargaon Jangipath Road, Sector-14, Uttara, Dhaka-1230** is a General Member of this Chamber. The firm is engaged in **Import, Export, Supply & Contractors**. This Membership shall remain valid upto **31st December, 20-22**. Given under the Seal of this Chamber, this **31st** day of **January** **20-22**.

**Secretary General** **President**



## Contact Information:



### General Information:

Registered Name	Alal Ara International
Company License No.	01521
Year of Incorporation	28 <sup>th</sup> August, 2022
Registered Company	Dakhil Madrasa Road, khatali, Word No 9, Bhaluka, Mymensingh.

### Contact Us.

Alal Ara International  
House 45 Road 03 Sector 5 Uttara Dhaka 1230, Bangladesh  
Tell: 02224470504  
Email: [info@alalarainternational.com](mailto:info@alalarainternational.com),



**Thank you, Be with us.**