

(Service Business Proposal)



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F-71, Sector-11, Noida-201301, Distt. Gautam Buddha Nagar, Uttar Pradesh, India. Ph: +91 98108 99493, +91 (0120) 421 4442

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(Service Tax Number: AIMPG3784BSD001)

Kind Attn:

**Business Proposal
-Contract for IT /NON IT
Recruitments**

To Whom So Ever It May Concern!

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OVERVIEW

We use our expertise to focus on providing service and support in providing Business end-to-end solutions at all levels(internal and external) in shortest possible time and cater to various industries in the market in a cost-effective manner. We have a strong team/network of dedicated expertise.

EGS is a dynamic, forward thinking recruitment consultancy committed to successful and superfast hiring for our partners/clients. We have a team of specialized IT recruiters working across different locations and all days of week to provide dedicated support to our clients hiring.

Yes, we have great enthusiasm to succeed, passion for results and energy to get the Goal. We don't simply provide resume but find right talent for right job.

We are here to deliver the services at its best. We would ensure that our Client will get excellent service in less time at affordable professional fee.

We have a strong database of candidates for PAN India location with below skill set and can provide talented profiles in just no time.

- Web/UI Developers
- Java Developers
- Oracle Admin
- Oracle DBA
- Database Admin
- .Net Developers

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- SAP – FICO, ABAP
- Testing – Manual, Database, Automation, Performance
- Project Managers
- Informatica
- SQL server
- Mobile Developers
- Production Engineers
- Many other Nish Skills Profiles

We are committed to establish and maintain a positive difference to your staffing needs, we at Ennate Global Services, are a headhunting and manpower recruitment firm of high repute and acknowledgment. We have gained this recognition by providing exemplary customer service and competent employees to diverse corporate of all sizes in India. We are in the business of effectively understanding your manpower requirements, procuring the candidate with the desired profile and building trusting relationships. With our industry expertise, we understand that company's today require more than a skilled candidate; they reach for employees who are productive, exhibit a positive attitude and have the ability to become a member of their team. Sourcing with our excellent networking and a sound data bank of approximately 1,00,000 potential candidates from various categories (like candidates for call center jobs, IT professionals, Sales & Export executives, admin / HR executives etc), we have an access to an astonishing number of job seekers Screening , Selecting and Short listing As we are well versed with the business operations and industrial requirements of various sectors, we conduct the screening tests of the potential candidates in a highly professional manner. Duly assisted by industry specialists and HR professionals, we can also conduct the selection round, choosing the right candidate for the vacancy and saving significant time at your end.

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SCOPE & WAY OF WORKING

For every recruitment project we work on, we take a bespoke, project managed approach. We use every method available including headhunting, market mapping, internal and external database search, networking and sector-specific advertising to secure the best talent for your business in the most efficient manner.

Overview on Types of Recruitment Services:

1. Permanent Hiring
2. Volume Hiring
3. Campus Recruitment
4. Executive Search
5. Contractual Hiring
6. Senior Management Hiring

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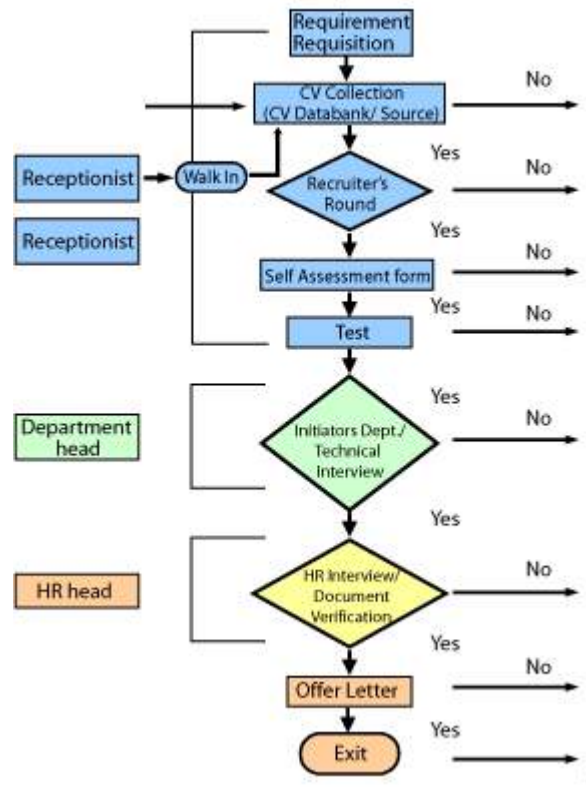
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Recruitment Process Flowchart



We recognize that each client is different, so in order to appeal to as many as clients as possible we offer clients a wide and flexible range of services to ensure that our customer's needs are met as speedily and as accurately as possible. These services are provided within the BPO/KPO sector - our core expertise

- Permanent Placements
- Contract Assignments
- Solution Provider

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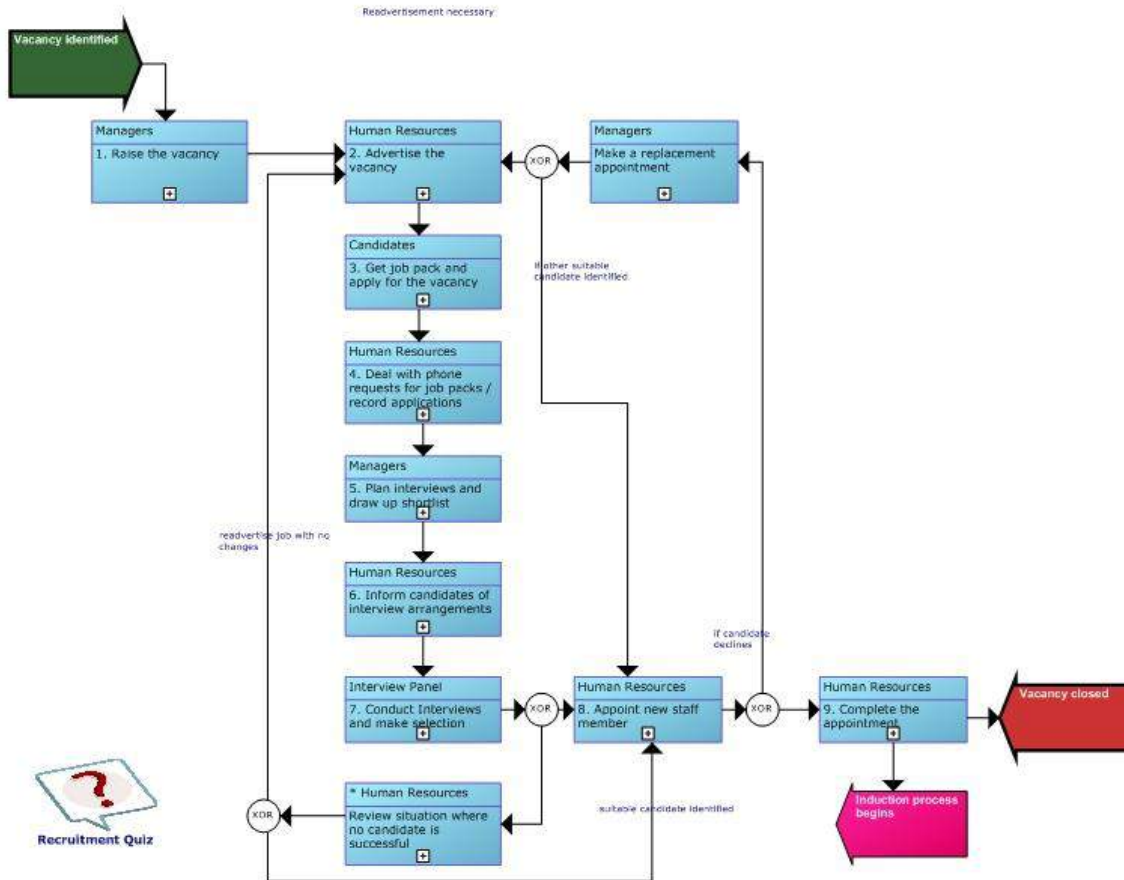
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PROJECT MANAGEMENT

The proposed project would be as per the contract analysis and discussion with Client. **Ennate Global Services Marketing** team prepares the project plan. This is done during the start-up of the project. The project plan will cover all the phases of the project. The project plan may consist of activities, schedules, completion criteria, resource requirements and the allocation of the tasks to the project terms.



Time Frame

The Hiring Project will be done within 30-60 working days depending upon the volume

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of resources. The Working day will only count after the signing up of all the contractual obligations and after approval of Client. Once the contract is approved, the work will be done in full swing.

Security

Ennate Global Services will ensure that adequate security measures are taken to protect the interests of Client. All the documentation / information provided by client would be kept confidential. Also, standard security features will be used to prevent unauthorized access to any information regarding the recruitment project.

Communication

The communication with **Ennate Global Services** will be through e-mail, phone, Online Support through mails.

Our Assurance

Whilst we offer a broad range of consultancy services, we do so committed to the effective implementation of practical solutions, tailored to the specific requirements of our clients.

Our unique client commitment is that we:

- Invest our time to understand your vision, objectives, issues and opportunities
- Bespoke the process that delivers the best practical solution.
- Commit to measurable and enduring results.

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MARKET STRATEGY & UNDERSTANDING

In our experience, poor recruitment is often derived from poor qualification of

- Job Requirements
- Candidates Selection

From this very simple principle, we have built an unique and valuable methodology and approach that distinguished itself from others organizations

Improving qualification of job requirements

(Ennate Global Services approach towards clients)

Our approach is to work with our clients strategically, building long term relationships that consistently deliver results. Our difference is our strength:

1. Understanding your organization

Having directly worked with you in the past is a clear advantage; we believe we are well positioned to understand your unique structure and cultural philosophy. By adapting to your style and culture and by working harmoniously “with” you rather than doing something “to” you, we are able to establish a continuing relationship and become a part of your resource pool.

2. A strong technical background

Using our experience and knowledge, we focus on understanding carefully your needs and orientations. Thus, we are in a much stronger position to effectively provide management consultancy services that make a real difference to performance

3. Our Commitment

We are fully committed to work with you and to establish a tailored and detailed job specification. We provide on-site visit to make sure that your requirements are well understood and fully captured. E.g.: an accurate job specification allows to tighten the market and target the most appropriate and qualified candidate in a timely manner

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Improving qualification of candidate selection

Our approach is to work with our consultants strategically, building long term relationships that consistently deliver results. Our difference is our strength:

1. An experienced team

Our team is established purely by former and current consultants; from our international BPO/KPO experience, we were able to build close, strong and long-term *relationship with our Clients and Candidates.*

2. An intelligent match

Our consultants are rigorously screened and interviewed to assess their suitability and performance based on client's needs and personal interests; *we track consultant's history and consult references prior to putting forward candidate for interview*

3. A good partnership

Our partnership with others reputable organizations allows us to benefit from their candidates and to ensure that we are always in a position *to provide the right candidate at the right time* and therefore to maximize our client's business potential

To our Clients / Candidates:

- To positively contribute to the success and growth of our clients businesses by building solid long-term partnerships and securing highly skilled and specialist individuals for them.
- To understand the needs of individuals within the specialist skills market place in order to secure contracts or careers that best fit their talent.
- To apply best practice in all we do and to constantly strive to provide and develop the highest level of service available to our clients and candidates.

PRICING

Ennate Global Services provides valuable standard services on competitive market price.

Costs for the services provided by Ennate Global Services are as follows:

1. Agent Level – 8.33% of Annual package
2. Executive Level – 12% of Annual package
3. Sr. Management – 15% of Annual package
4. HR & Support Function – 12% of Annual package

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*The cost can be negotiable on Volume Hiring. It's on the contract requirement

Contractual Terms and Conditions

Ennate Global Services always tries to maintain the perfect professional relationship with all the clients. We follow all the guidelines & ensure the timely completion of staffing.

a) GENERAL

The working detail and project planning mentioned in the proposal is only an overall calculation as per the client's requirements. Actual work cost may vary after submission from client side.

b) PROJECT

The Project will be done on the same track mentioned in the proposal for Volume Hiring. Any changes can be done while processing the project and will be updated to the client in 24-48 hrs SLA. All the requirement related changes to the project needs to be informed to us with in 48-72 hrs after getting approval and completion of Hiring Contract.

c) SCHEDULE

The entire working / project schedule will be started within couple of days after receiving of work order and requirement. The same will be done as per the committed time and duration. However, any variation in schedule will be informed to the client as earliest and will be subject to mutual agreement.

d) COSTING

a) There will be 50% of the contract fee up upfront, and the remaining amount on stage wise completion., 10% of the contract fee (in case of volume hiring) / 50% (in case of contractual/Part Time) for the proposal which will be paid to confirm the acceptance of proposal with working order.

b) Our AHP (Annual Hiring Process) is 30% per year of the total project cost. However, client can avail a discount of 10% on advance booking of AHP.

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c) We are pleased to offer a 3% discount for payment up front within 7 days of the initial invoice.

Resource Substitution Policy

We ensure all clients that the resource will stick to the company for 3 months from the date of joining. In case he leaves the account. We will arrange substitute resource as per the contract.n

COST EVALUATION/FINANCIAL PROPOSAL

We provide our services in very optimal & reasonable professional Fee, which is very less in comparison to our competitors.

1. Tele calling Executive – Rs. 8,100. per Resource
2. Marketing Executive – Rs.8,100.per Resource

COST EVALUATION	
Current Open Positions	Number of Openings
Tele calling	10
Marketing Executive	10
Total	20

The overall cost of the project mentioned in the proposal is an approximate value of total work..As mutually agreed by both parties the amount will be dispersed to us within 30 days from the date of placement of candidate

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Please approve the contract.

Thanking you for choosing M/s. Ennate Global Services(EGS)

(This being a computer-generated letter, no signature is required & is valid for all legal purposes)