



V.R FACILITY SERVICES

We Thought A Little Different From Others

We thought how to improve your Baby
We thought how to improve your House
We thought how to improve your Health
We thought how to improve your everything

HEAD OFFICE

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*We always try to give our best
Good service is good business*



Baby Category

Category of Workers:

- a) JAPA:** Japa is traditional way to look after a neonatal baby (Just born baby) as well as looking after the mother so that both the child and mother maintain good good health. Japa period is mainly between 30 day's to 45 day's. But sometimes it can be extended A lot of physical effort is undertaken by the Japawallies. In this process lots of herbs /Sands /food grains are normally to be used. It helps to develop the child and mother too is taken care of and her health too starts improving. If by chance the delivery is delayed do not engage the Japawallies for any other household work. If 2 Japawallies are employed then the charges will RS.

**** Japa single Baby Rs.....**

****Japa Twin Baby Rs.....**

- b) NANNY (Baby 0 to 1 year):** A neonatal baby care person who can look after a baby in a modern way or in the way today's pediatricians suggest like sterilization of baby's belongings /bathing /massaging /burping /make baby sleep /feeding (bottles or spoon feeling)/keep baby's room clean /washing and ironing baby clothes /giving baby regular medicine /taking the baby out and should understand the preliminary health problems of the body /and is a little knowledgeable to take adequate care.

**** Nanny single Baby Rs.....**

**** Nanny Twin Baby Rs.....**

- c) Child Minder (Baby 1 year to 2 year):** Taking care of baby / sterilization /can handle baby carefully /feed baby /giving bath /keep baby's room clean /keeping her belongings clean and as as and when parents are around the baby they can assist in the kitchen as well as small domestic work.

****Rate will be rs.....**

**** Rate will be rs.....**

- d) Babysitter (2 year's and above):** Taking care of baby /handling baby gently /looking after all baby related job /accompany the school going baby /helping in the kitchen /helping in domestic job and cooking work etc.

**** Rate will be paid rs.....(If cooking is added then rate will be.....)**

- e) **Governess (Baby 3 to 5 year's):** Only required if the baby is learning process /school going baby /when the baby understands fully the commands /enjoy playing /learning mannerism /story telling /playing piano /outdoor as well as indoor games. Governess can assist baby to teach all those things apart from taking care of day to day study (home task) accompany the child to birth day parties /the school /summing classes /tuition classes etc. Her roll in a child's life will sometimes be like a friend and sometimes as a teacher. She will be responsible for overall accomplishment of the child.

**** Rate will be paid rs.....**

- f) **Home Help (Above 3 year's):** Taking care of the child and helping in the Kitchen work.

**** Rate will be paid rs.....**

- g) **Play Maid (Above 3 year's):** To accompany with one child and maid will be 18 to 25 year's old.

**** Rate will be paid rs.....**

DOMESTIC CATEGORY

- a. **Cook Cum Domestic Help :** Cooking (breakfast /lunch /snacks /dinner). washing utensils /keep kitchen clean /keep kitchen appliances clean (fridge /microwave /mixer grinder etc.). Lay the table and serving foods /furniture dusting /folding and unfolding beds /folding washed clothes /if clothes machine washed then hanging the clothes out /ironing clothes belonging only to the children.

****Rate will be paid rs.....**

- b. **Cleaner (Non cook domestic helper):** Sweeping /mopping /washing utensils /furniture dusting /washing clothes (hand wash) hang the clothes out /folding, unfolding of beds /ironing children daily clothes /mopping toilets floors and basins /but not commode, bath tubs etc.

**** Rate will be paid rs.....(For small family and 600 to 1000 sqft)**

**** Rate will be paid rs.....(for bigger flat)**

- c. **House Keeper :** Will supervise the work of staff /if any staff is absent will help with Some work. The worker will however not clean toilets and do moping work under any circumstances.

**** Rate will be paid rs.....**

PATIENT AND OLD AGE ATTENDANT CATEGORY

- d. **Patient (Bed Ridden):** Keep patient always clean to prevent bed sore /prevent rashes /handle shifts (stool and urine) taking bath, helping patient in all aspects and monitoring medicines, food, changing bed linen, changing clothes, keep maintaining diet churt. So that doctor should be informed promptly about patient condition overall.

**** Rate will be paid rs.....**

- e. **Patient Attendant :** For those patients who can move around the attendant will help the patient for taking bath / having food accompanying to the toilet /accompany to the garden giving medicines /if required then attendant should be alert at night too. They will cook for the patient /washing clothes /cleaning and dusting and helping in other job.

**** Rate will be paid rs.....**

- f. **Old Age Help :** To look after a senior citizen / an old age person in house, to be with her /him look after all the requirement, accompany them when they need to go outside. Assist them in every aspect as well as helping in the family's regular work.

**** Rate will be paid rs.....**

- g. **Nurses :** A qualified equipped nursing sister those who are generally working in hospital nursing home also can provide residential duties for patient attendant and new born baby attendant. They have their qualifications certificate with them they are trained enough to look after a serious bed ridden patient.

**** Rate will be paid rs.....**

Soft Services

A. Cleaning : Arriving from a long workday to a messy home can really put a damper on your day. V.R Cleaning Service offers professional apartment cleaning services. **V.R** Cleaning Service will turn any drab apartment into a fab one. If you desire to be more eco-friendly at home, **V.R** Cleaning Service suggests green cleaning, which uses only environmentally friendly cleaning products. **V.R** Cleaning Service also offers basic, or deep cleaning for apartments.

**** Rate will be paid Rs.....**

B. Pantry Service : We also offer our customers Pantry Services. These pantry services of experienced industry professionals also allow us to better manage places like guest houses, where our staff can be placed 24 hours a day. Some of the work areas.

**** Rate will be paid Rs.....**

C. Peon / Office Boy : Being a renowned organization, we are involved in offering Office Boy Services to various Multinational Companies, Government sectors or private firms. We have with us well trained and laborious workers including peons, courier boys secretaries, receptionists and many others. Our staffs are verified by local poli.

**** Rate will be paid Rs.....**

D. Gardening, Horticulture &Landscaping : We offer a wide range of services which include Landscaping & Gardening such as Fountain System, Green Belt Development, Landscape Designing Service, Garden Development & Maintenance and Horticulture Service.

**** Rate will be paid Rs.....**

TERMS AND CONDITIONS PAYMENT DETAILS

- 1.** Client shall grant Contractor access to the yard and its surroundings during regular business hours and other mutually agreeable times.
- 2.** The rate for service once finalized over telephone or by discussion will be changed.
- 3.** The age of the worker prescribed by the employer will depends upon the availability of workers in that specific age category, if availability in not there, then the client is to employ a worker of a different age category or wait for the prescribed age category or profile.
- 4.** Before employing a person from V.R the nature of domestic work for which a worker is needed should be mentioned very clearly in the contract form. Making a worker do work apart from that specified in the contract form is against V.R rules and regulation
- 5.** If any client refuses to pay our commission for replacement purpose, then out services would be terminated permanently.
- 6.** Contractor shall begin performing services on _____. Thereafter, services shall be performed on a schedule to which the parties agree.
- 7.** Either party may terminate this agreement with written notice to the other party. Any payment for services rendered owed by Client shall be due and payable at the time this agreement is terminated.
- 8.** Every month 26 days are in duty and 4 days are holidays. If you want to make me work in holidays then you have to pay extra charges for that. 300rs/holiday.
- 9.** If you want to take any extra service then you have to also pay extra charge for that.
- 10.** Without any notice you can't cancel this contract.
- 11.** If client will misbehave with contractor or against the contractor decision. Then contractor may be cancel this contract.
- 12.** When workers will work then client should be present there to notice then. If any think will be missing from any once home then company will not take any responsibility for that. Accordingly, any police diary /FIR etc. should be lodged by the client directly against the worker.
- 13.** All payment should be a made by demand cash/cheque favor of V.R Facility Services only. The Company will not be responsible / liable for any payment made to any other payee are paid Except through specified.
- 14.** Payment should be released within 04 days of receipt of bill or else, interest @24% P.A. would Be levied. The interest once levied will not be waived under any circumstances.

WORKERS SAFETY

- 1.** If the workers leave the clients residence without prior intimation or permission, the client is bound to inform the police and **V.R FACILITY SERVICES** immediately.
- 2.** Irrespective of misdeed of the worker, the client can't send him /her out of the house without informing **V.R'S** local office. If **V.R'S** office staff can't come to take the worker back then the client is duty bound to allow the worker to stay till a **V.R** staff goes to take him / her.
- 3.** Whiles in the employment of the client. If the worker suffers from any health problem, then the client has to pay for preliminary treatment. However in case of a major illness, **V.R** shall help the client to send the worker back home. In case of an accident resulting in injure to the worker while working for the client, the client shall pay the entire cost of treatment.
- 4.** Personal item of the made to be supplied by client **e.g.** oil, shampoo, soap, toothpaste etc.

FOR V.R FACILITY SERVICES

I have accepted the above terms and conditions and understood all the above points in each and every pages of from.

Signature of in charge

Date:

Signature of client

Date: