

LIGMS INDIA PVT LTD

Your Search Ends Here.....



WELCOME

Company Highlights

Vision & Mission

Organization structure

Core Values

Company Details

Staff Recruitment Process

Service Offering

Work Strategy

Operation Model

What We Provide

Industrial Mechanized Housekeeping Details

Operating Process

Machineries

Training

Client List & CSR Activities

Company Vision & Mission

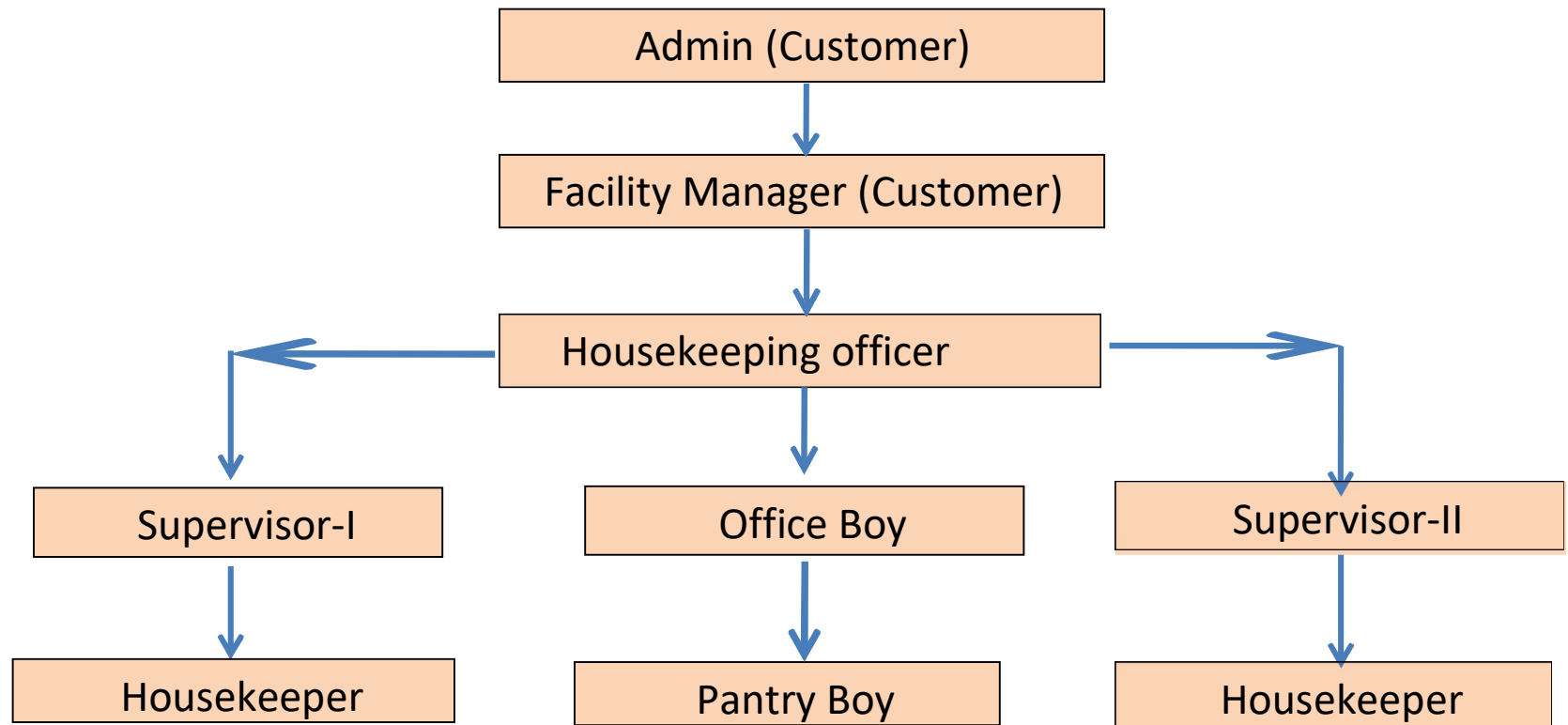
Vision

Ligms will always provide the highest quality services with value pricing while constantly striving to meet or exceed our clients' needs and expectations.

Mission

Ligms reputation guarantees our clients the benefit of our many years of experience in providing the utmost quality of services by basing our work philosophies on the highest standards in our industry through advanced education and technology.

Organization Structure For Housekeeping Service



Our Values

- **Respect:** taking time to understand and value each person and respecting their choices.
- **Responsibility:** acting with integrity towards our staff, our customers, the community and the environment.
- **Caring:** a duty of care for our staff, customers and the environment.
- **Excellence:** to always look to provide the best quality experience with regards to our cleaning and our customer service.
- **Integrity:** to act with honesty, openness and do what we say we will do.
- **Innovation:** to be industry leaders.

COMPANY DETAILS-

Sr. NO.	PARTICULARS	DETAILS
1	NAME OF COMPANY	LIGMS INDIA PVT LTD
2	Corporate Office Address (for all correspondence)	<i>SR NO.136/2, Hanuman Colony, Sadgurunagar, Bhosari, Pune - 411039.</i>
3	DIRECTOR NAME	1. MR. MANGESH LOMATE 2. MRS. SONALI LOMATE
4	SHOP ACT LICENSE NO.	BHOSARI/II/ 102719591903
5	E.S.I.C. REGISTRATION	33000668950001000
6	P.F. REGISTRATION	PUPUN1956620000
7	PAN NO.	AADCL8767F
8	PROFESSIONAL TAX REGISTRATION	27911685744P
9	MLWF Code	PUN90239
10	GST NO.	27AADCL8767F1Z4
11	NAME OF BANKS	HDFC BANK LTD.
12	DIRECTOR MOBILE NOS	9665571454/9511903017
13	LEGAL ADVISOR	ADVT. GANESH SHINDE
14	CHARTERED ACCOUNTANT	CA. SOURABH CHAVAN
15	EMAIL ID	ligms7799@gmail.com

Staff Recruitment

- With regards to staff recruitment and placement a company policy places a strong emphasis on the critical employer aspect like:
 1. Suitable relevant educational standard and experience
 2. Appropriate age
 3. Physical fitness
 4. Promotional and motivational aspects
 5. Documents & background verification.
 6. Knowledge of basic languages.
 7. Presentation & standard grooming.

Service Offering

- Corporate Housekeeping
- Industrial Housekeeping
- Commercial Housekeeping
- Gov. Projects
- Corporation
- Car Washing
- Society Housekeeping
- Health Club Housekeeping
- Hospitals Housekeeping
- Hotels Housekeeping



Work Strategy

- **Management Functions:** our internal online management system, ensures that our team adheres to the following four major management functions.
- **Planning:** defining goals, establishing strategy and developing sub-plans to coordinate activities through a flexible management approach.
- **Organizing:** determining what needs to be done, how it will be done and who is to do it.
- **Leading:** directing and motivating all relevant stakeholders through in-house and on-site training, employee suggestions and conflict resolution.
- **Controlling:** regular audits and maintenance activities are executed to ensure that tasks are accomplished as planned, with outcomes reviewed and evaluated with the aim of continuous improvement.

Operational Model

1. Basic introduction meeting & profile submission.
2. Site survey.
3. Submission of site survey report with scope of work
4. Review with customer on site survey & scope of work finalization
5. Submission of Quotation.
6. Quotation approval & work order form customer
7. Development & Check sheet finalization
8. Operations as per check sheet
9. Monthly review.

What We provides

1. Trained Manpower.
2. Proper work planning along with check sheets.
3. Mechanized cleaning with advanced housekeeping machines.
4. Trainings on work management, housekeeping chemicals, Machines handling, communication trainings,
5. Deep cleanings
6. Manpower work allocation with defined work responsibility.
7. Customized cleaning service as per customer demand.

Corporate/Industrial Housekeeping Work scope

1	Shop floor	14	Cutter area
2	Office	15	L.T. Panel room
3	Reception	16	Air compressor room
4	Main Office	17	Loading & unloading area
5	Marketing office	18	Big pallet mfg. area
6	Cabins	19	Scrap yard
7	Store area shop floor	20	Ritter Area
8	Production office	21	Changing room
9	Server room	22	Stair Case
10	Quality room	23	Canteen
11	Stationary room	24	Pantry
12	Logistic office	25	Washroom
13	Marketing meeting room	26	Open Area

Operating Process

Standard Operating Procedures (SOP's)

A professional management of a property / site requires a thoroughly detailed operating plan.

- These broad procedural guidelines are -
 1. Standard operating procedures (SOP's)
 2. Quality operating procedures (QOP's)

We would be using procedures set as per international standards and exhaustive quality processes would ensure deliverance of agreed quality.

- Some of the formats are mentioned below –
 1. Daily job allocation chart
 2. Daily cleaning schedules
 3. Weekly cleaning schedules
 4. Quality audit checklist
 5. Client satisfaction surveys



Corporate cleaning Machineries we have



Vacuum Cleaner



Steam cleaning Machine
(For Carpet Cleaning)



Scrubber Drier
Machine



Dust Collector

Training

- We would be carrying out regular training for all the team members. These trainings would be designed towards increasing the efficiency & knowledge base of various members of our team.

1. Housekeeping Trainings
2. Types of Cleaning
3. Dusting
4. 5S
5. Safety
6. Hygiene
7. Office Equipment's Cleaning
8. Machine Equipment's Cleaning
9. Plumbing & Drainage Work
10. Check List Maintain
11. Machine Operating Training
12. Liquid Training
13. Work Management Training
14. Communication Training
15. Employee Grooming Training
16. Deep Cleaning



HOUSEKEEPING
TRAINING

Way of Reporting

1. One Person Reporting policy
2. Organized Way of reporting
3. Feedback from the customer
4. Daily/ Weekly/Monthly report
5. Monthly Management review with customer on
 - Trainings
 - Monthly Issues
 - Action Planes
 - Legal compliances

Customer Benefits

- Client will gate systematic & well management services
- Prompt response to client requirements
- Client will gate multiple services
- Cost benefits.
- Client will gate happy & positive work environment
- Client will gate audited & Systematic reporting benefits



CSR Initiatives

1. Blood donation camp
2. Education support to under privilege students
3. Tree Plantation Events
4. Support For Earn & Learn



Our Valuable Customer



Grauer & Weil (India) Ltd.



THANK YOU

“We want to be YOUR Best Business Partner:”