



Contracting - Trading - Technology

مؤسسة تاج الريان للمقاولات
Taj Alrayan Contracting Est.

Company Profile



Taj Alrayan Contracting Est.

Riyadh, Saudi Arabia



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1. Brief Introduction:

Taj Alrayan (TRCE) is a medium class contracting establishment offering cost effective and timely completion of projects while maintaining quality of work and services. As of today, with over 5 years of experience in the industry, we have built reputation for delivering high-quality work and exceptional customer services.

At TRCE, we specialized and offer in civil work (construction & renovation), MEP, Telecommunication and various kinds of IT Solutions. Our team of experts is dedicated to providing personalized solutions that meet the unique needs of each of our clients. Whether you're looking to build a house, offices, establishing security protection for hoses, commercial mall or residential compounds or military installations, we have the skills and expertise to get the job done right.

We believe that our cost-effect and on-time delivery of projects while maintaining quality of products and workmanship provides peace of mind to our valuable clients. In addition, we are committed to prompt aftersales services.

Since, the higher management desires to delivery on-time quality of work hence; do not compromise on selection of experienced and qualified professional of all trades. It is normal practice at TRCE to all burden on their shoulder and allow the client to perform other important tasks.



2. Mission:

- At TRCE, to offer best quality and on-time services the higher management is keen to arrange refresher courses for all levels of trades.
- At TRCE, our mission is to enhance living level of all employees while achieving high level of customer satisfaction and maintain business sustainability.
- At TRCE, everyone endeavors for customer satisfaction.

Vision:

Our passion is beyond setting business records and achieving fame. For us, it's all about delivering quality of serving with respect and honor, not only fulfilling our business commitments, but also try to affect the human behavior of those who inspire us to aim for extraordinary dreams.

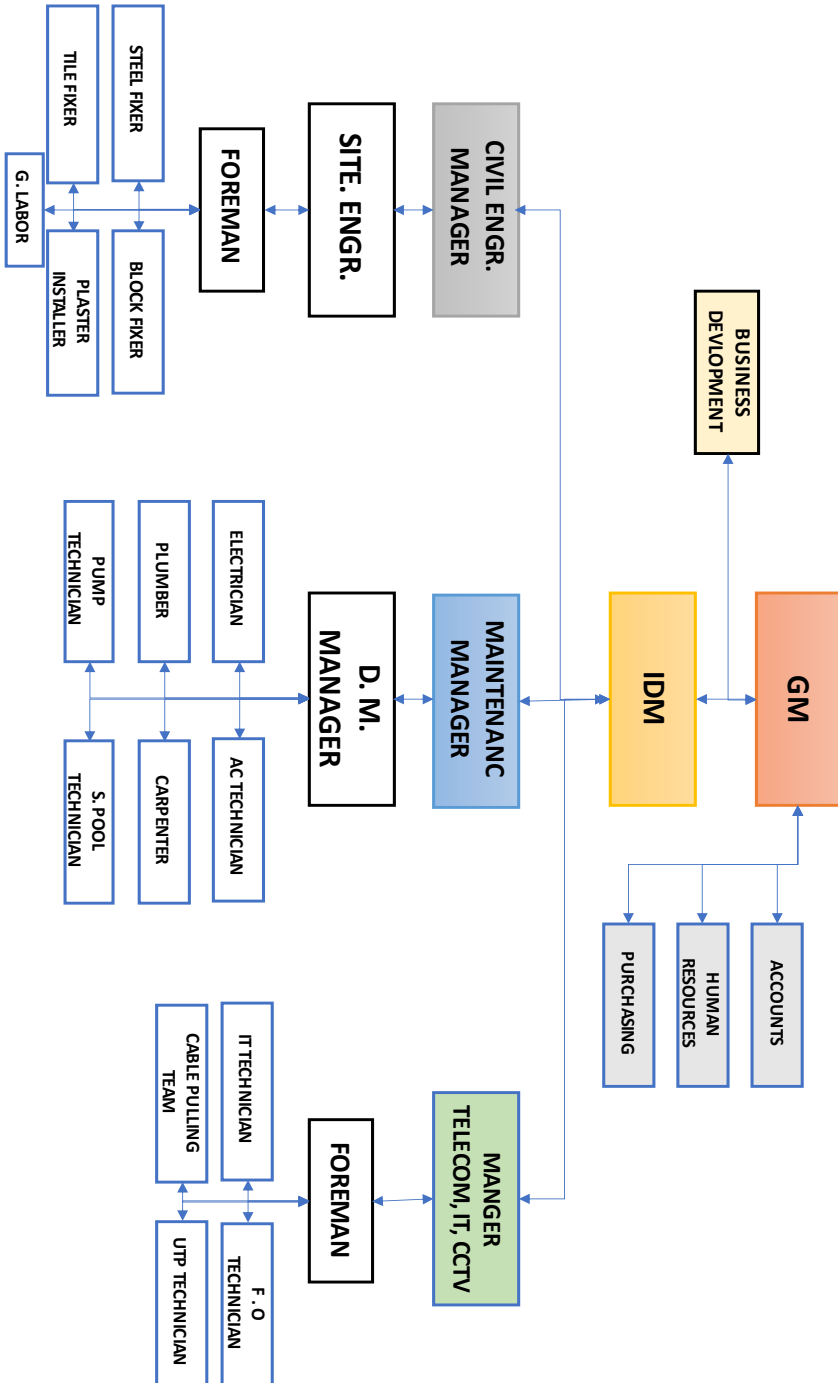
Values:

- At TRCE all employees are treated in equality.
- At TRCE from higher management to the lowest level of workers, everyone shows commitment towards the responsible use of resources.
- At TRCE, we endeavor to maintain Trust, Faith and commitments at all levels

3. Taj Alrayan Organization Chart



TAJ ALRAYAN-ORGANIZATION CHART





4. TRCE Management & Technical Team:

S. No.	Trade	Experience Yrs.
1	General Manager	10+
2	Operational Manager / IDM	20+
3	IT - CCTV - Telecom Manager	10+
4	Maintenance Manager	30+
5	Deputy Maintenance Manager	3+
6	Sr. Civil Engineer	20+
7	Asst. Civil Engineer	5+
8	IT Specialist	10+
9	Accountant	5+
10	Purchaser	7+
11	Business Development Officer	5+

TRCE Work Force

S. No.	Trade	No.
A	GIS-IT-CCTV Team	
1	Foreman – Networking & Cabling	1
2	F.O Technician	1
3	IT Technician	2
4	UTP Technician	4
5	Cable Pulling Team	4
B	Civil Construction Team	
1	Foreman	2
2	Steel Fixer	6
3	Block Fixer	6
4	Tile Fixer	4
5	Plaster Installer	4
6	G. Labor	20
7	Bob Cat Driver	1
C	Maintenance Team	
1	Supervisor	1
2	Electrician	3
3	AC Technician	3
4	Plumber	2
5	Carpenter	1
6	Swimming Pool Technician	1
7	Water Pumps Technician	1



5. TRCE Vehicles & Equipment:

S. No.	Trade	No.
1	Coaster – Labor Transportation	1
2	Toyota Pick-up	1
3	Tata Dubble Cab Pick-up	1
4	Nissan Double Cab Pick-up	1
5	Bobcat	1
6	Steel Bending Machine	1
7	Heavy Duty Hilti	10
8	Drill Machine	10
9	F.O Splicing Tool Kit	2
10	Steel Cutters / Grinder	8
11	Water Pipe Bender	2
12	Water Pressure Tester	2
13	Electric Welding Machine	1
14	AC Gass Charging Tool Kit	3
15	AC Cleaning Tool Kit	3
16	AVO Meter - Various Kinds of	10
17	Set-of Professional Screw Drivers	20
18	Cable Pulling Machine	2
19	Turnbuckle	50
20	Spring Steel Cable Rod Draw Wire	10
21	Hubble Wiring Device	10
22	Fish tape Device	10
23	Site Concrete Mixer (Small)	1
24	Concrete Vibrator	2

6. TRCE Valuable Clients:

S. No.	Client Name
1	AEI / ARC Compound - Riyadh 
2	Personal Library of HRH Turki Bin Abdullah Bin Muhammad Bin Abdul Aziz AlSaud
3	KACST – Riyadh 
4	AANI & DANI 
5	KAFD 
6	ACES 
7	CHINA COMSERVICE 
8	THE FACE SHOP 
9	FOILX 

10	THABAT	
11	ITEA International Ltd.	
12	KEDEN	
13	Coffee Beane	
14	ENVAC	

7. Employees Code of Conduct:

Scope of the document.

This document stipulates policies and procedures to safeguard standard of moralities while encouraging and enhancing responsibilities of both management and workers. The policies and procedures defined hereunder are called as “Employees Code of Conduct” and “ECOC”

Business Ethics and Code of Conduct

It is quite natural to achieve targets or ambitions individuals, groups and organization set-up certain rules and standards. Ever since, Taj Alrayan Contracting Est. (TRCE) came into existence the board members set five merits “Respect, Reliability, Responsiveness, Courage and Passion” to be the social and personal accord of member of TRCE team to meet the business values “passion to serve clients without compromising on respect and reliability with courage of responsiveness”. TRCE strongly believes in principles of Moralities and Integrities and considers these factors the most important core values for business. TRCE has formulated Employees Code of Conduct (ECOC) based upon the Best Practices Principles of reputed organizations around. The ECOC include but not limited to bribery and corruption, insider trading, intellectual property of rights and proper safeguarding and disclosure of information. Also, TRCE management strive to rehabilitate and reinforce moral values & professional skills of staff by providing on-job training opportunities.

Business Ethics and Code of Conduct:

TRCE strictly compels their employees and suppliers to abide general moral values and principles set forth by the management and local laws, rules and regulations of the Kingdom of Saudi Arabia and international standards related to Moral & Ethical values of the business community around the word.

Respect for others:

TRCE management encourages and urges to harvest the most fundamental right of human being i.e., Respect for others in the working environment. TRCE has cultivated atmosphere to show respect and dignity for other colleagues without discriminating of gender, racism, language, rank and geographic locations. Furthermore; all employees are encouraged and advised to keep practicing of showing respect for clients, suppliers and in general public and anyone whom they come in contact with during the discharge of their duties.

Environment, Health and Safety:

It's the responsibility of the TRCE Management to provide healthy and safe environment for all employee at office & each project site. In addition, TRCE management extends and impose health and safety procedures to 3rd Party (sub-contractors) workers also considering it a prime duty. TRCE health and safety related procedures empowered our works to refuse work under health and safety related hazardous environment. We are confident that our health and safety human friendly policies improves morality, productivity and punctuality at work while minimizes time loss at work-site.

Professionalism at work:

TRCE management inspire their employees to perform their assigned duties in the most professional and timely manners while exerting best efforts regularly.

Bribery and Anti-Corruption Principles:

1. TRCE employees must not offer or obtain or engage or facilitate in any kind of bribe (in kinds & coins) to & from clients, service providers, public officials that falls under malpracticing.
2. TRCE employees must not contribute to illegal donations or improper sponsorship
3. TRCE management discourages any type of mal practicing related to business actives and strive to implement anti-corruption rules and regulations in all senses in true spirit.
4. TRCE management is committed to enforce their employees through training sessions not to accept or offer personnel gifts, gratitude or hospitality unless found not conflicting with common interests of both organizations or the activity reflects insignificant value and found in line with customer's business practices. In case of violation of the "Employee Code of Conduct", the employee shall receive a penalty according to severity of the case.

Utilization of TRCE Resources:

The TRCE management desires and encourages all employees must show and practice the respect to the principle of value-for-money and be responsible in the use of all kind of resources (funds, equipment, tools & gadgets, furniture, vehicles etc.) dedicated. The management through short training session extend education of moralities and not to misuse company resources in any given situation.

Confidentiality of TRCE Intellectuals:

TRCE employees are trained and educated to keep the confidentiality of all kinds of information that is shared or in their reach due to the role or position they hold and which is not yet in the public domain. The TRCE management imposes and bound all employees by this obligation for two years from the date of termination of their mandate.

Implementation of ECOC:

It is one of the fundamental responsibilities of Human Resources (HR) department to conduct a training session for all employees to re-acquainted with TRCE "Employee Code of Conduct" every year.

Reporting of incidents:

TRCE management has developed such a practical and open in-house system which allows on equally bases any stakeholder (internal or external) to report any concern related to the interpretation, implementation or potential violation of this of stipulated ECOC bring into the attention of TRCE higher management by filling up predefined "Incident Report Form" who (the management) in accordance to circumstances takes necessary action.

8. Health & Safety Standards:

The TRCE management endeavors creating and working in a safe, healthy and sustainable environment. At TRCE it is made sure that our employees and sub-contractors are committed to the process of planning and preparation that identifies and mitigates risks towards personal, operation, physical assets, the surrounding work environment and the community.

We also ensure health, safety and environment management system. We demonstrate leadership in terms of health, safety and environment responsibilities by activity fostering the principles of:

- **Personal Responsibility:**
As individuals, we are all responsible to comply with HSE legislation, the TRCE regulations and standards and collectively comply with HSE requirements of our clients while perform any kind of work or activity.
- **Accountability:**
At all levels of TRCE, we are accountable for ensuring not only employees but our subcontractor peruse goal of continual improvement leading to enhance HSE performance and hence achieve objectives and targets established annually by TRCE HSE committee.
- **Risk Management**
Considering part of our business at TRCE, we apply competitive RISK management principals, promote pervasion of pollution and allocate sufficient amount pf time and resources to effectively control and minimize work-related injuries and environment impact.
- **Learning Culture:**
At TRCE, we promote open communication that assists in developing learning environment. The TRCE management encourages employees to come-up with learning courses to improve their knowledge related to HSE and professional trade also.

It is worth to state that at TRCE, the management is committed in consistence implementation of procedures that eventually assist in achieving HSE objectives and targets across all operations.



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9. Picture Galary:



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TRCE - On-going ARC Compound Construction & Renovation Project – Riyadh



Swimming Pool:
Complete Construction of Swimming Pool including Electro-Mechanical Work.



Swimming Pool:
Complete Construction of Jacuzzi & Sauna including Electro-Mechanical Work.



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TRCE - ARC Compound Construction & Renovation Project – Riyadh



Meggi Restaurant: Complete Supply & Installation of Electro-Mechanical work including Fire Fighting.



Meggi Restaurant: Complete Supply & Installation of Display Floor & Parquet Work.





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TRCE - On-going ARC Compound Construction & Renovation Project – Riyadh

Fitness Center:
Complete Supply &
Construction of Steel
Structure Building.



Fitness Center:
Complete Supply &
Installation of Fire
Fighting System.



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TRCE - On-going ARC Compound Maintenance Project – Riyadh

Pump Room: Supply & Installation and Maintenance of Fire Fighting Equipment



Pump Room: Supply & Installation and Maintenance of Swimming Pool Equipment.



Pump Room: Supply & Installation of Water Supply Pipeline and Maintenance of Water Supply Equipment.

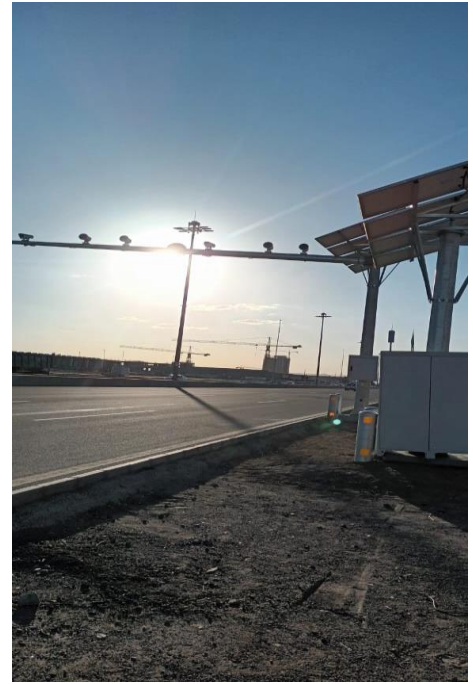




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TRCE – Ongoing Telecom Project in Madina



Other Execute Project:

One of Royal Family Personal Library: Complete construction to wood work





TRCE

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10. TRCE Official Documents



TRCE

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Chamber of Commerce



شهادة اشتراك
Membership Certificate

غرفة الرياض
Riyadh Chamber

Membership No. :	455618	455618	رقم العضوية الموحد :
Date of Issue:	29/07/2018	2018/07/29	تاريخ المصدار:
Membership Class :	Third	الثالثة	درجة العضوية :
Riyadh Chamber Certifies			تشهد الغرفة التجارية الصناعية بالرياض بأن
			مؤسسة تاج الريان للمقاولات
Commercial Registration No.	1010469140	1010469140	مفيدة بالسجل التجاري / الترخيص رقم :
Certificate Expires on	01/12/2026	2026/12/01	ينتهي سريان هذه الشهادة في

الخدمات الإلكترونية لخدمة العميل - بوابة أعمال E-SERVICES
الخدمات الإلكترونية لخدمة العميل - بوابة أعمال E-SERVICES
920004565

- بازم التحقق من الوثيقة عبر الرابط <https://mybusiness.chamber.sa> ، أو تطبيق (سند)
- للأجهزة المحمولة أو الرقم الموحد دون ادنى مسؤولية على الغرفة عن محتوى الوثيقة.
- تعد هذه الورقة من الوثائق الإلكترونية لغرفة الرياض، ويمكن تعديلها أون محاولة العبث بها
- وتصبح لاغية حال محاولة تعديلها وتعرض صاحبها للملاحقة القانونية.

VAT & ZAKAT Registration



تاريخ الإصدار: 2021/10/29
الرقم المميز: 3101370998



الهيئة العامة للزكاة والدخل
General Authority of Zakat & Tax

ضريبة
القيمة
المضافة
VAT

شهادة تسجيل في ضريبة القيمة المضافة VAT Registration Certificate

تشهد الهيئة العامة للزكاة والدخل بأن المكلف أدناه مسجل في ضريبة القيمة المضافة بتاريخ 2018/09/12

Hereby, The General Authority of Zakat & Tax (GAZT) certifies that the taxpayer below is VAT registered on 12/09/2018

Taxpayer Name:	مؤسسة تاج الريان للمقاولات	اسم المكلف:
VAT Registration Number:	310137099800003	رقم التسجيل الضريبي:
Effective Registration Date:	2018/10/01	تاريخ نفاذ التسجيل:
Taxpayer Address:	الرياض، أسد الفرات، 11475	عنوان المكلف:



كـمـكـلـف مـسـجـل فـي ضـرـيـبـة الـقـيـمـة المـضـاـفـة، لا يـجـوز لـك تـحـصـيـل ضـرـيـبـة الـقـيـمـة المـضـاـفـة مـن عـمـلـائـك قـبـل تـاـرـيـخ نـفـاـذ التـسـجـيـل بـالضـرـيـبـة، فـي حـال تـبـيـن عـكـس ذـلـك، سـتـقـوم الـهـيـئـة العـامـة للـزـكـاة وـالـدـخـل بـتـنـفـيـذ العـرـامـات المـسـتـحـقـة

هذه الوثيقة مرسله من النظام الآلي ولا تحتاج إلى توقيع
- الهيئة العامة للزكاة والدخل -



TIN: ٣١٠١٣٧٠١٨٨ الرقم المميز
Certificate No: ١٠٢٠٢٢٠٦٥٢ رقم الشهادة
Issue Date: ١٤٤٤/١٠/٢٨ تاريخ النشأة



هيئة الزكاة والضريبة والجمارك
Zakat, Tax and Customs Authority

المملكة العربية السعودية
Kingdom of Saudi Arabia

شهادة Certificate

The Zakat, Tax and Customs Authority certifies that the Taxpayer

تشهد هيئة الزكاة والضريبة والجمارك أن المكلف /

مؤسسة تاج الريان للمقاولات

Entity Unified No. /ID No.

٥٦٠١١١٥٢٥

الرقم الموحد للمنشأة / رقم هوية

Commercial Registration/License/
Contract No

١٠١٠٤٦٩١٤٠

سجل تجاري / رخصة / عقد رقم

Has submitted his tax return for the period ending on 13/01/2023 AD, and he was granted the certificate to complete all his transactions including the payment of the final amount due on the contract.

The Certificate is valid until 20/10/1445 AH corresponding to 29/04/2024 AD

(The twentieth of Shawwal one thousand four hundred forty-five Hijri)

قدم إقراره عن الفترة المنتهية في ١٣/٠١/١٤٤٤ هـ .
وقد منح هذه الشهادة لإنهاء جميع معاملاته بما في ذلك صرف مستحقاته النهائية عن العقود.
يسري مفعول هذه الشهادة حتى تاريخ ١٤٤٥/١٠/٢٠ هـ الموافق ٢٠٢٤/٠٤/٢٩ م
(العشرون من شوال ألف و أربعمائة و خمسة و أربعون هجري)

لا يعتد بهذه الشهادة إلا بعد التحقق من موقع الهيئة الإلكتروني: www.zatca.gov.sa

This certificate is not valid until verified by the Authority's Website: www.zatca.gov.sa

zatca.gov.sa 19993 @zatca.sa



هذه الوثيقة مستخرجة من النظام الآلي ولا تحتاج إلى توقيع
ولا يعتد بهذه الشهادة إلا بعد التحقق من موقع الهيئة
www.zatca.gov.sa



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11. TRCE Bank Details :

Dear Customer, Taj Al Rayan Contracting EST We would like to thank you for banking with SNB, and would also like to assure you that we will continue to deliver premium service and maximum accuracy and security regarding your transaction; and according to your request, herein below is your IBAN number:	عزيزي العميل، مؤسسة تاج الريان للمقاولات نود أن نتقدم إليك بجزيل الشكر و الامتنان على تعاملك مع البنك الأهلي، و لنؤكد لك استمرارنا في تقديم أفضل الخدمات و ضمان أقصى حدود الثقة و الأمان أثناء إتمام تعاملاتك المصرفية. و بحسب طلبكم تم طباعة هذا النموذج و ستجدون أدناه رقم لحساب الدولي الخاص بكم (IBAN):-
Account Number at SNB 22000000294106	رقم الحساب في البنك الأهلي السعودي
International Account Number SA6110000022000000294106	رقم الحساب الدولي (IBAN)
We would like to highlight that you can use your IBAN number in the following services: In receiving remittances, dividends, or salaries in ○ your account locally or internationally. In uploading local or international accounts in AIAhli ○ Phone banking or profiles. Yours sincerely, The Saudi National Bank	و نود لفت نظركم أن رقم الحساب الدولي (IBAN) يتم استخدامه في العمليات المصرفية التالية: ○ في حال انتظاركم حوالة أو أرباح أسهم أو إيداع رواتب من خلال بنوك محلية أو دولية يتم إخطار الجهة المنفذة. ○ في حال أردتم حفظ بعض أرقام حسابات المستفيدين بينوك محلية في الأهلي أون لاين أو في هاتف الأهلي المصرفي لئتم الرجوع إليها عند الحاجة. مع فائق التقدير. البنك الأهلي السعودي
Serial Number	رقم الطلب
This letter is certified and is printed upon customer request without any responsibility or obligation on the Saudi National Bank or its employees and maintaining confidentiality of information in this document is the sole responsibility of its holder. To verify the letter visit www.alahlionline.com	هذه الوثيقة معتمدة وقد طبعت للعميل بناءً على طلبه وذلك بدون أدنى مسئولية أو التزام على البنك الأهلي السعودي و/أو أي من موظفيه والحفاظ على سرية المعلومات في هذا المستند هي مسؤولية حامل الوثيقة التامة. يمكن التحقق من صحة الوثيقة بزيارة الرابط www.alahlionline.com
he Saudi National Bank A Saudi Joint Stock Company Paid-up Capital SAR 44,780,000,000 VAT Number 300002471110003 C.R. 4030001588 Under the supervision and control of The Saudi Central Bank Licensed pursuant to Royal Decree No. 3737 issued on 20/4/1373H (corresponding to 6/12/1953G) Head Office The Saudi National Bank Tower King Abdullah Financial District King Fahd Road 3208 - Al Aqeeq District Unit No. 778 Riyadh 13519 - 6676 120001000 www.alahli.com Any reference to the National Commercial Bank, NCB or the Bank shall mean the Saudi National Bank	



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12. Contact Details:

M. Iqbal Wadood

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- m.iqbal@tajalrayan.com

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