



**The Global Leader  
of**

**Facility Management & Housekeeping Services**



**NYONI ENTERPRISES P. LIMITED**



H-19/170, Sector - 7, Rohini, Delhi -110085

Phone : +91-11-45044723

E-mail : [info@nyoni.co.in](mailto:info@nyoni.co.in)

Website : [www.nyoni.co.in](http://www.nyoni.co.in)

## OVERVIEW

Nyoni Enterprises is promoted and run by highly experienced professionals from the fields of Facility Management & Housekeeping. Our activity is supported by consultants, experts, experienced, energetic and focused employees of Facility Management Services.

Nyoni is always dedicated on focusing of meeting the requirements of different industries across the nation. Successful story of Nyoni is based upon the variety of staffing solutions, starting from the entry level to the top management, as the company stands for outsourcing services .



## Vision

To be the leading Facility Management & Housekeeping Services Provider Company of domestic and international markets, committed to total customer satisfaction by following client centric approach, strong management skills and leadership with trust.



## Mission

To provide highest quality of services to various organizations in both domestic and international markets in the field of Facility Management & Housekeeping.



## NYONI PRODUCTS & SERVICES

### 🔑 Payroll management

Nyoni, with its payroll management experts takes care of entire payroll functions, starting from salary breakup to payment of actual net salary payment of employees.

Salary breakups, statutory compliances, filing of taxes, labour department formalities, employee record keeping procedures and other related documents are completely taken care of by payroll experts of Nyoni for its valued clients.



**Payroll** is a process by which employees receive their monthly salary. In payroll management, the function involves with balancing and reconciling of **payroll** data's. . The **payroll** department of an organisation or concern outsourcing organisation takes care of wage deductions, record keeping and verifying the reliability of pay data.

**Normally, payroll management team has certain functions, such as:**

- **Maintains payroll information by designing systems; directing the collection, calculation, and entering of data.**
- **Updates payroll records by reviewing and approving changes in exemptions, insurance coverage, savings deductions, and job titles, and department/ division transfers.**
- **Pays employees by directing the production and issuance of paychecks or electronic transfers to bank accounts.**
- **Prepares reports by compiling summaries of earnings, taxes, deductions, leave, disability, and non taxable wages.**
- **Determines payroll liabilities by approving the calculation of employee central and state income and social security taxes, and employer's social security, unemployment, and workers compensation payments.**
- **Balances the payroll accounts by resolving payroll discrepancies.**
- **Maintains payroll guidelines by writing and updating policies and procedures.**
- **Maintains employee confidence and protects payroll operations by keeping information confidential.**

The only thing to do is any small or medium scale organisation or even if large scale organisation may be freed from the payroll management formalities by deploying Nyoni as their representative organisation by following HR outsourcing management method.

## **Housekeeping Services**

Housekeeping service deals with cleanliness and all ancillary service attached. Nyoni Facility Services provides staff, required machines and materials for cleaning and upkeep of premises, guest houses, industries, Schools, Malls, Corporate office etc. Our standard approach is to ensure hygienic cleaning of the premises at all times which is carried out on a daily, weekly and monthly basis. We deploy trained, experienced, uniformed and polite executive housekeeping staff along with proper supervision.



**Some of the features of Housekeeping Services are mentioned below :**

### ► **Janitorial Services**

A **janitor** (American & Scottish English), janitress (female), cleaner or caretaker is a person who cleans and maintains buildings such as hospitals, schools and residential accommodation. Janitors' primary responsibility is as a cleaner. In some cases, they will also carry out maintenance and security duties.



### **Janitorial Services May Include:**

- **Office Cleaning**
- **Floor cleaning (carpet, vinyl, and tile)**
- **Window, wall, and ceiling cleaning**
- **Cleaning of all common areas (e.g. washroom and kitchen area)**
- **Upholstery cleaning**
- **Exterior cleaning and maintenance**

### ► **Cleaning**

Cleaning means different things to different people and different organizations. Common to all, however, is the need for clean and inviting internal surroundings that provide a healthy and effective working environment. Our approach is based on processes, methods, and skilled employees. This is how we ensure that the customer receives a detailed, professional, and consistent level of



## ► Eco-Friendly Cleaning

Green cleaning, or cleaning with products made from environmentally friendly ingredients designed to preserve health and environmental quality, is becoming increasingly important to homeowners across North America. Green or eco-friendly cleaning is more than just a trend; it signifies a healthy and much-needed shift in thinking as more people choose to take steps necessary to protect themselves, their loved ones, and the environment.



## ► Washroom Hygiene

Washroom facilities are vitally important in all premises. We will help you to maintain and present the best facilities through our range of **complete washroom services** and **hygienic solutions**. Through our unique approach we ensure your washroom is hygienic, healthy and running smoothly. We pride ourselves on delivering best-in-class service that is right for you. Our team of hygiene experts will advise you on the most intelligent **hygiene solutions** for you and the users of your washroom.



We have a wide range of satisfied customers ranging from customers with a large multiple sites, high street presence to single site customers. No matter your size, or requirements, Nyoni Hygiene has the market leading **washroom solutions** and skilled people to meet your needs.

We operate from a nationwide network of Nyoni Hygiene service centers to ensure that your washroom service is delivered by a local team dedicated to keeping your facilities running smoothly.

### **Benefits of Washroom & Toilet Cleaning Services :**

A reliable washroom & toilet cleaning services can help clean both washroom & toilet and disinfect it. Below are some basic benefits of of washroom & toilet cleaning:

- **Remove dirt and germs**
- **Ensure a clean and germ free breathing space.**
- **Maintain good and clean aesthetics of your room or office.**

## ► Spring Cleaning on Weekends

our spring cleaning guide has given you some good ideas for finding the dirt and grime you might have otherwise missed.

Spring is here, and with it comes spring cleaning. It's time to let some air in and give the house a thorough tidying up. Time to hit all the spots that you either forget about or don't have time to do in your daily and weekly cleaning routines.



Yes, we're talking about air vents, curtains, couch cushions,

shampooing carpets, and confronting the dreaded oven and other parts of the kitchen we fear. While it's true that some could spend a week or more on a cleansing of this magnitude, many of us simply can't afford that kind of time.

That's why Nyoni come up with this one-weekend guide to getting your yearly chores squared away. It's designed to keep you focused on the biggest chores until they're done, while making sure that you don't have to clean anything twice. We hope it helps you finish the job quickly, efficiently, and thoroughly.

## ► Sofa Cleaning

We provide best services, for fulfilling the requirement of sofa cleaning, we use both modern as well as traditional methods and not only this we are also well equipped with the modern machines used for the purpose of cleaning sofa, chair, curtain and carpets like:

- **Wet & Dry vacuum cleaner**
- **Injection extraction machine**
- **Dry cleaning machine**



## ► Carpet Cleaning

Carpets gather unwanted stains, dust from the air and dirt from our shoes. Over a period of time they start looking dirty and are responsible for spreading illnesses like Asthma and other air borne diseases. The benefits of clean carpets are that they are visually appealing, longer-lasting, and sanitary.



Nyoni has all the experience to handle any type of textile flooring be it wall to wall carpet, Persian carpets or Oriental rugs no matter the condition, size or fabric and get them spotless clean perfectly. Our carpet cleaners are experienced in stain removal and protection of your textile flooring or upholstery and restore their original colours. It doesn't matter how stubborn the stains are on your carpet or, what has been spilled on your carpets, we have the technology to reduce any unwanted spot or discoloration on your carpets as much as any cleaning tool/method possibly can. Though we don't guarantee that every stain will totally diminish, but we do guarantee that we will give you the very best result possible! We strive to deliver quality service and win your trust by satisfying even the highest expectations of our customers because nothing is more important to us than your complete satisfaction.

## ► Window Glass Cleaning

We undertake the cleaning of Glass / Aluminum panels, granite and tiles, sealant filling. We are carrying our Annual Maintenance Contract for Facade Maintenance Services to various clients in India.



## Abs Ceiling Technique

Abs Ceiling Technique is a fast growing technology used now days to access and cleans the facade. This technique is safe, practical and economical rather than cleaning equipment like cradle and trolley. This is maintenance free equipment and trained window cleaners and performs this as an art. This technique is otherwise known as belay device suspended from a fixed anchorage point from the terrace. The window cleaner can cover a distance of one meter horizontally and can come down vertically after cleaning.

## ► Pre and Post Event Cleaning

Nyoni specializes in pre and post event cleaning of all types including office parties, weddings, birthdays and many other occasions.

**Our special events services include:**

- **Cleaning and preparing the floors of the event area**
- **Detailed cleaning and dusting of all surfaces**
- **Touch-point cleaning to maintain a healthy environment**
- **Cleaning and disinfecting of food preparation and serving areas upon completion of event, if required**
- **Cleaning of entry ways and common areas**
- **Cleaning and refreshing of washrooms**
- **Facility cleaning in accordance with facility requirements**
- **Table breakdown and chair stacking**
- **Decor removal and packing**
- **Party rental equipment packing**

After-event clean-up, including disposal of all trash and recycling into appropriate containers, cleaning floors, chairs, tables, common areas, washrooms and touch-point surfaces



## ► Floor Scrubbing

**Floor scrubber** is a floor cleaning device. It can be simple tools such as [floor mops](#) and [floor brushes](#), or in a form of walk-behind or ride-on machines to clean larger floor areas by injecting water with cleaning solution, scrubbing, and lifting the residuals off the floor.

Floor Scrubbers are a more hygienic alternative to traditional cleaning methods such as a mop and bucket. Environmentally safe soaps can be used in conjunction with a reduced water system to save on both the amount of chemicals released into the environment as well as the amount of gray water produced. Some floor scrubbers are even capable of cleaning without a water and chemical system at all.



Most auto scrubbers can't reach edges, corners, clean under obstructions such as drinking fountains, and can't fit into alcoves. Therefore, mopping is needed to clean areas the auto scrubber can't reach. Some manufacturers now produce Floor Scrubbers with Orbital / Oscillating brush decks allowing edges, corners and overhangs to be fully cleaned.

Modern floor scrubbers have a pre-sweep option that removes the need to sweep the floor before scrubbing. The pre-sweep brush head is placed in front of the vacuum system to collect dust and debris before it can block the vacuum system. In the past it was important to sweep the floor before scrubbing to remove any debris and dust that could clog the vacuum hose or build up in the vacuum motor, which can decrease performance. If this happens, the vacuum hose may need to be removed to clear the obstruction and/or the vacuum motor may need to be blown out with compressed air.

## 🔑 Pantry Services

Nyoni has well trained Pantry & Office Support Boys and they are very well understood the time management discipline and hospitality operating systems.

In our Pantry services, the Nyoni personnel are educated and trained to handle tasks that are related to the day-to-day operations of the pantry. Some such basic tasks include handling vending machines, dish washing machines and various other mechanical gadgets frequently used in the pantry and Nyoni emphasizes on hygiene of the utensils.

### **Essential Points of Nyoni Pantry Services :**

- **Short on Time Response**
- **Hygiene Methodology**
- **Smart and Well Groomed Pantry Staff**



## 🔑 Staff Support Services

Nyoni Facility Services provide Support Staff Services as per the requirements and by outsourcing Support Staff Services, Nyoni has emerged as one of the reliable brand in domestic industrial sectors as well as in service sectors. Nyoni Personnel's are well trained and honest in their daily routine work functions .

### **We offer the following professional support staff services.**

- |  |                              |                         |
|--|------------------------------|-------------------------|
| ➤ Office Support Service                         | ➤ Mail Room Services         | ➤ Front Office Services |
| ➤ Maintenance Staff                              | ➤ Drivers                    |                         |
| ➤ Housekeeping Staffs/Facility Management Staffs | ➤ Security Staffs            |                         |
| ➤ Pantry Staffs                                  | ➤ Ward/Room Attendant Staffs |                         |



## 🔑 Security Services

Our organization is one of the most renowned Security & Manned Guards providers. Our excellent level of security solutions are widely appreciated by our clients belonging from a high profile dignitary or VIP to big and small companies. We also recruit most suitable candidates, who are from reputed organizations like Army, Navy, Air Force, BSF, CRPF, CISF & other paramilitary forces. Besides, we stringently scrutinize the background of these personnel, whether they are ex-servicemen or civilians. Then only they are short-listed & verified with the help of our relevant sources.

We are also supported by a strong team of training professionals, which conduct in-house training programs for the recruited personnel in order to improve their overall efficiency & working standards.



With our excellent performance, we have been providing security services to various government institutions and semi government organizations. Apart from this, we have also served many large and small scale industries, multinational companies, private and public enterprises, factories, sugar plants as well as personal security guards for dignitaries. Besides, we also hold expertise in assisting the police force during elections and other related occasions as per specific demands and requirements of our clients.

## Pest Control Services

Nyoni Facility Services will solve the problems of Presence of Pests, Rodent & Termite such as flies, bugs, ants, roaches, and mice in premises. For healthy environment around you and to get relief of infections and diseases Pest Control is required.

**Nyoni has the good reputation in below services, these are :**

- Termite Treatment
- Pest Control
- Bat Control
- Pigeon Control

**Nyoni Facility Service will take care by following:**

- Rodent Trappers
- Gum Stickers
- Drilling injecting chemicals
- The control measures will be effective against pests like cockroaches, silverfish, black ants, red ants, spiders, crickets, rodents, mice & termite etc.
- The process involve in spraying the entire drainage and surrounding area with special reference to pantries, canteen, cupboards, stores, main holes and toilets etc.



## Façade Cleaning

The exterior portion of buildings is affected continuously by wind, dust, rain etc. and for that Nyoni Facility Services maintains buildings using facade cleaning service.

**Some of the methods, Nyoni uses for Façade Cleaning Services, are :**

- High range façade cleaning services through trolleys or trained man
- Façade cleaning services up to reachable approach through telescopic rod
- Wax Polish Application
- Glass cleaning service of windows, doors through telescopic rod and glass squeeze.



## Carpet & Sofa Shampooing

Nyoni Facility Services equipped with modern machines such as Dry Foam Generator for Carpet Cleaning, Injection-Extraction Shampoo Machine, Wet & Dry Vacuum cleaners and Dry-Cleaning Machines etc. Our expertise extends to cleaning of carpets, sofas and chairs dressed in velvet, cotton tapestry and other inlays.



Nyoni Facility Services provide the best carpet cleaning service and carpet shampoo service with latest technology and uses the friendly chemicals, best equipments and trained team proper cleaning with ultimate care.

- **Spotting of carpets**
- **Carpet dry foam shampooing**
- **Hot water injection extraction**

## Horticulture Services

Nyoni is one of the reliable organizations in the field of the horticulture services and team of experts of Nyoni has very good knowledge of indoor/ outdoor plants. These plants are maintained efficiently with the broad design layouts created with different themes as per the latest trend. Our horticulture team ensures to undertake complete maintenance and upkeep of the provided and to create beautifully yet sustainable landscape.



### **Gardening Service provided is as under:**

- Daily cleaning and Maintenance of Lawns. Mowing of lawns & disposal of grass thereafter.
- Pruning of shrubs, bushes and trees.
- Clearing and servicing of damages, if any.
- Maintenance flowerbeds, shrubbery, trees and greenery around the building & all indoor plants (potted) etc. including fertilizing.
- Disposal of debris.
- Cleaning of grass and weeds from the joints of building, sidewalks and curbs.
- Teaming of Plants and Trees.

## OUR STRENGTHS

Our research experience and knowledge base helps us to understand the client's business, the work culture, the job profile and the prospective executives profile to avoid any mismatching.

Our vast industry experience and exposure allows us to serve individual needs of all clients to their satisfaction.



## Nyoni Company Registration Details

- Nyoni Enterprises Pvt. Limited is a registered company under ROC (Ministry of Corporate Affairs, Govt. of India).

## Other Registration Details

- Registered with Income Tax Deptt. for PAN & TAN
- Registered with Labour Deptt. , Delhi for Establishment & Contract Labour Licences
- Registered with P.F. & E.S.I
- Registered for VAT & Service Tax
- Registered for Trade Mark (Govt. of India).

## Certification Details

- Certified for International Standard Organization (ISO).

# **VALUED CLIENTS OF NYONI**



- Automotive
- Banking
- Communication Service Providers
- Consumer Goods
- Energy
- Engineering & Construction
- Healthcare
- Hi-Tech
- Insurance
- Manufacturing
- Media
- Medical Devices
- Natural Resources
- Pharmaceutical and Life Sciences
- Professional Services
- Retail
- Securities and Capital Markets
- Network Equipment Provider
- Transportation
- Utilities