Sundry Apparels Ltd.

(Towards Quality and Commitment)

Addresses:

- ***Sundry Apparels Ltd .***

(100% Export Oriented Woven garments Manufacturer)

190/A,SK.Mojib Road,Agrabad, Chittagong, Bangladesh

- ***Silky Touch Ltd.***

(100% Export Oriented Knit garments Manufacturer & Embroidery)

190/A,SK.Mojib Road,Agrabad, Chittagong, Bangladesh

Corporate Structure:

Management Structure

- **Amirul Islam**
  Chairman
  Email: amirul1974@icloud.com
- **S.M.Rouf-ur-Rashed**
  Managing Director
  Mobile: +88-01711715208
  Email: rashed15@hotmail.co.uk
- **Mohammad Nasirul Hoque**
  Commercial Manager
  Mobile: +88- 01972616891
  Email: mail.sundryapparels@gmail.com

Banker :

- **Banking Information:**

1. Bank Name:

- **RUPALI BANK LTD,**
  ANDERKILLA CORPORATE BRANCH
  7TH LAL DIGHI EAST , CHITTAGONG,
  BANGLADESH.
  SWIFT NO : RUPBBDDHNRC
  A/C NO : **0000200068467**

Year of Establishment:

- **Sundry Apparels Ltd** (*it was incorporated in* **2010**)
- ***Silky Touch Ltd.***(*it was incorporated in 2011*)

Certification /Accreditation:

- **Sundry Apparels Ltd.**
  - **BSCI (Under Audit)**

Management's Statement:

Sundry Apparels Ltd. is 100% export oriented Complains Garment industry in Bangladesh. Our motto is to produce the best quality products and make long-term business with our customers. Our readymade garment (RMG) produces today have wide diversified products in high value added items and have vast market around the world.
Sundry Apparels Ltd is participating in making the National Quality Standards for garments fashion wears. Our products are made to meet international testing standard. In the prices of creating healthy "seat culture", our company persist in using the corporate culture to enhance the core competence in order to establish a good social image in the development.

Company Background

About Us

Sundry Apparels Ltd. Established in 2010 with an overview to establish a state of art Ready–made garments factory where buyers will feel real comfort to use the facility to produce their products. The company is having well experienced and highly professional staff . The company has a complete and systematic merchandising department with experienced merchandisers to cater the need of the customer. Sundry Apparels Ltd. has a very strong sourcing capability of both imported and local. Also the sampling and development department under the guidance of the merchandisers are preparing and developing for the customers. We believe in welfare and safety of our workers. We are maintaining the highest standard of safety. After a span of time, we are now well forwarded towards our goal. It is specialized in producing various styles of readymade garments Basic & Fancy Woven Pants, Shorts &Jacket (Men's, Boy's &Girl's) &school wear etc. At present, the garments products are exported to all over the worlds.

This 100% export oriented garment division has earned the distinction of having set the pace and standard in the Bangladesh garment industry.

Mission &Vision



With increased globalization of the apparel supply chain, barriers to communication due to geography, language and culture have emerged between the Buyers and the Sellers. It has, thus necessitated the need for the Sourcing Agents to bridge that gap. Our mission is to provide a one-stop platform to ensure delivery of the right product at the right time. We, therefore, aim to provide high quality, value for money materials through effective communication and monitoring regimes while establishing a successful relationship between all the partners in the global apparel market.

ACCREDITATION (Membership)

- BGMEA
- Chittagong Chamber of Commerce

Factory area(Proposed):

Sundry Apparels Ltd.

Total Floor Space : 27,500 sft

Total Production Line	: 04 Lines
Machine Per Line	: 60 Sets
Total Machine	: 290 sets
Total Man Power	: 650 Persons

Now running 4 lines (290 m/c) and will start other 6 lines within end of November'2016, Lines installing started .

Type Of Product:

Covering all the ranges Men's, Women's, Girls, Boys and Children we are producing woven Denim and non denim products under categories :

- 5 Pocket Jeans Denim & Twill
- Chino Pant / Cargo Pant/All kind of Work Wear
- Shorts/Cargo Shorts
- Bermuda
- Jacket (Denim/Twill/Padded & Others)
- Skirt & Dress
- Shirt & Blouse

Fabrics we are used to Handle:

- Cotton or Cotton blended all kinds of fabrics
- Power stretch,
- Super stretch Twill &Denim
- Twill
- Sateen
- Canvas
- Rip Stop
- Sheeting
- Poplin/Poplin Spandex
- Corduroy etc in solid, printed, yarn dyed/Chambray

Production Capacity:

Sundry Apparels Ltd.

- **2-3** Million Pcs Woven Bottom, Jacket & Skirt per annum.

Annual Turnover :

- 15-16 Million (in USD)

Payment Terms:

- L/C At sight
- Advance inTT
- Sales Contract

Lead Time :

- 90-120 Days

Clientele of the Factory:

Europe :

1. Kik, Germany
2. SRL Magic, France
3. Sauway, Spain
4. Shana, Spain
5. Bum Trading, UK
6. Colmic Srl, Italy
7. Energiers, Greece

USA

1. Lagaci Inc.
2. RR Apparels
3. Skiva

Supply Chain Quality Management:

Supplier Identification:

We identify new suppliers based on their product range, financial status, infrastructure, man power and efficiency of management. We continuously update our information on new manufacturers and new products.

Selection of Vendors:

We assess the factories in terms of product range, production capacity, financial capability, working conditions, efficiency and their overall quality policy. Once our initial assessment is over we exchange information with our management and make a combined decision in approving an identified vendor.

Sampling:

Samples are developed to suit the season's colors, fabric and style based of our buyer's requirements. Any number of sales man samples is made as per the buyer’s requirements and courier them directly to the buyers.

Order Execution and Quality Control: (Quality Management):

Orders are closely monitored from sampling to shipment. Status on sampling, production and shipment are informed to buyers regularly by fax or email. We maintain a pro-active approach towards identification of problem areas and corrective measures are taken immediately to ensure timely deliveries.

Quality monitoring system pertaining to production has four stages as explained below:

Pre-Production Check: Material components, accessories / user manuals checked before production.

Initial Production Check: First finished products are checked against buyer's specification and prototype sample. Deviations are identified and brought out for correction.

During Production Check: Inspection during production is carried out to check and verify that the initial discrepancies have been rectified and to ensure the average quality standard of production.

Final Random Inspection: Final random inspection is carried out when the total consignment is packed and ready for shipment. FRI is performed according to the International Inspection Standards.

Container Stuffing and Loading Supervision: Supervision of goods during loading is made to ensure that only the inspected goods are being stuffed without getting mixed up with the un-inspected goods.

Documentation and Shipping Co-ordination:

Shipping documents are checked as per the buyer's instruction and the copied documents are sent to the buyers well in advance before shipment to avoid any discrepancy.

Assists on Buyers visit:

We accompany our buyers on their buying visits, factory visits and inspection visits. We help them with and arrange their itinerary and accommodation on their visits. We also orient the buyer's business practice in the country, its culture, customs and tradition to make their visit fruitful and enjoyable.

Research and Development:

Working ahead

We actively initiated the culture of healthy seating and spare no efforts to build a healthy and comfortable lift to every customer with fully inclusive and equitable design. Seating-own Simplified and refined character and style integrating with design aiming at Environment, safety and ergonomics; Meanwhile to create a new east-fashions culture enduringly.

Laboratory Testing

Laboratories are an extremely valuable component of our services and also facilitate the manufacturer - exporters to transact their business with least quality risk. Laboratory services include:

Fabric: Construction particulars (counts, constructions and weight), Strength, Measurement and Seamperformance.

Analysis: Flammability, Dimensional Stability (Shrinkage) to washing / dry cleaning, Appearance after washing /dry cleaning, Fibber analysis, etc.

Color Fastness: Color fastness to washing, Perspiration, Light, Rubbing, Bleaching, Dry cleaning, Organic Solvents, Hot pressing, etc. Dyes & Pigment tests are also carried out.

Garment: Dimensional Stability to washing / dry cleaning, Appearance after washing / dry cleaning is tested.

Work Environment:

Commitment to Work Environment

- We have a deep interest in our employee's motivation and interest for quality work for the company. We arrange annual cultural and sports functions and picnic as a part of motivation and interest of employees.
- The management is committed to good Working Environment. To us it not only to having a good hygienic and safe working place, but also strictly following the stipulated labour and employment regulations of the country for all our employees. We make no distinction on the basis of gender, religion, and ethnic origin. We maintain fair wage policy and commit to the overall welfare of all our employees. Which proper medical, child care and cultural facility.





Labour Policy

- We do not practice involuntary or forced labor whether in forms of prison labor, indentured labor, slave or bonded labor, or otherwise. We do not hold back any wages or a part thereof in order to exercise pressure on any worker to continue on their employment and permit the workers to leave the employment after a legally required notice





We do not subject any workers to any discrimination in employment, including hiring, salary, benefits, promotion, discipline, termination or retirement on the basis of their gender, color, religion, cast, age, disability, sexual orientation, maternity, marital status, nationality, political opinion, union membership, social or ethnic organization.

Child Labor restriction: A "Child Worker" is defined as someone who has not reached their18th birthday. We verify age certificates, original documents, cross-referencing with employees photo and by our facility doctors.

Adopted Policy for Work Environment

- Working hours do not exceed 60 hrs. Per week including overtime and it is strictly voluntary. There will be a day off in a week.
- **On wages and benefits:** we pay standard salary structure as per stated by government law. Which includes workers 40% of basic salary for housing; Medical expenses; and Attendance bonus. The wages of trainees are in accordance with applicable law. Any deductions from the wages shall be strictly in accordance with the law. Law mandates our overtime wages and is double of ordinary rate of wages.
- **Leaves and Holidays:** The facility provides paid Annual leave, Holidays and other leaves, such as, Maternity Leave and Medical Leaves as prescribed by law. We pay bonuses on both End holidays
- **Health and Hygiene:** The facility is stocked with First-Aid boxes and kits, and has a professional certified doctor and a nurse. We have procedures to facilitate and transport ambulance to deal with serious injuries to acquire treatment in a hospital.
  We provide pure drinking water tested for purity and has adequate access to it throughout the day. The workplace has sufficient number of clean toilets, separated by sex for all workers and staff with running water. We facilitate clean, comfortable dining space for male and female workers.

Child Care: In our day care center we provide clean and safe child care room with trained aid who keeps all record of attendees, illnesses and injuries. Nursing mothers receives reasonable breaks to feed their infants in our in-house Day Care room.

Fire &Safety: The factory Complies with local regulations relating to fire & safety. Protections are provided from fire, accidents, toxic materials, machinery and electrical risks. Firefighting equipment's, such as- fire extinguisher, hose-reels, smoke alarms and electronic fire alarms are assembled. Firefighting teams are trained by certified local fire department.

Workers are provided with Personal Protective Equipment's (PPE'S) free of cost!

Environmental Protection: Factory complies with local regulations relating to the health and safety of the workers in the workplace to ensure adequate lighting, ventilation, heat and cooling, the facility stores all chemicals and hazardous materials in a separate secure ventilated area.

Disciplinary actions are taken in accordance with the law. We treat all workers with respect and dignity. No workers are subject to any physical, psychological, verbal abuse, harassment.

Commitment to the Valued Clients:

- Prompt response
- Competitive price offer
- Innovative and higher quality products
- Response to fashion trends
- On time delivery
- Shorten turn around / lead time
- Long term relationship.

Quality Assurance :

We have a skilled team of quality controllers who keep a firm check to every garment to maintain quality of standard. Generally the Quality Control team maintains 2.5 AQL during line inspection. On the basis of buyer requirement the AQL is flexible. There are Q.C people stationed in all production steps who keep a written track record of all garments that has been checked by the Q.C team and a report is sent to the Q.C manager who reports to the top management. To implement all checking effectively we have sufficient amount of Quality inspectors station in every production line. On request from buyers Valiant may conduct independent final inspection at the desired AQL level. Valiant is already conducting such service to few buyers and has achieved successful appraisal from buyers.

Inspection Level:

- Fabric : 10% at 4 point System
- Trim : AQL 2.5 System
- Cutting : 100%
- In line Inspection Random : (07 /0-System)
- End line Inspection : 100%
- Final : AQL 2.5 System or as per client's requirement.

The End