

TAMRA

شركة تمـره للتشغيل والصيانة

Tamra Operation and Maintenance Co.

COMPANY PROFILE

بروفایل أعمال الشركة

ABOUT COMPANY

من نحن ..

We are proud that we are one of the leading companies in the field of facilities and project management in the Kingdom of Saudi Arabia, which has achieved remarkable growth over the past years and contributes significantly to the development of the Kingdom of Saudi Arabia. The company has achieved a prominent position as a leading facility management, operation and maintenance company through efficiency, competitiveness and timely execution with the highest standards of quality and recognized safety performance. We have a long tradition of serving our valued customers and gaining their full satisfaction through effective management and excellent quality, which we are still working to maintain through our tireless efforts . The human factor plays a vital role in expanding its regional experience in contractual business. We realize that our senior management has an important role to play in our success and the quality of our services. We have experience in all areas in which we work. We are committed to providing quality

As we look forward to the coming years, we renew our commitment to upholding excellence, keeping pace with changes and innovations, and we have the experience that increasingly allows us to be considered the “right hand” of our customers and preferred business partners .

Offering services that cover a wide range of fields in operation and maintenance with modern technology solutions, Tamra is the preferred choice for many customers because of its reliability and commitment to quality and safety .

نحن شركة تمره نفتخر بأننا واحدة من الشركات الرائدة في مجال إدارة المرافق والمشاريع بالمملكة العربية السعودية التي حققت نموا ملحوظا على مدى الاعوام الماضية وتساهم بشكل كبير في تطوير المملكة العربية السعودية. وقد حققت الشركة مكانة بارزة كشركة رائدة في مجال إدارة المرافق والتشغيل والصيانة من خلال الكفاءة والقدرة التنافسية والتنفيذية في الوقت المناسب مع أعلى معايير الجودة وأداء السلامة المعترف بها. لدينا خبرة طويلة في خدمة عملائنا الكرام ونيل رضاهم الكامل من خلال إدارة فعالة وجودة ممتازة، والتي مازلنا نعمل للحفاظ عليها من خلال جهودنا الدؤوبة العامل البشري يلعب دورا حيويا في توسيع تمره إقليميا في الأعمال التعاقدية. نحن ندرك أن إدارتنا العليا لها دور هام في نجاحنا وجودة خدماتنا. ولدينا خبرة في جميع المجالات التي نعمل فيها. ونحن ملتزمون بتقديم خدمات عالية الجودة مع القدرة والثقة في امكانياتنا.

تقدم الخدمات التي تغطي مجموعة واسعة من المجالات في التشغيل والصيانة حلول تكنولوجيا حديثة، تمره هو الخيار المفضل لكثير من العملاء بسبب موثوقيتها والالتزام بالجودة والسلامة.

وفي الوقت الذي نتطلع فيه إلى السنوات القادمة، نجدد التزامنا بالتمسك بالتميز، ومواكبة التغيرات والابتكارات، ولدينا من الخبرة التي تتيح لنا على نحو متزايد أن نعتبر “اليد اليمنى” لعملائنا وشركاء الأعمال المفضلين.

why arewe?

Because there is a long experience and a team that studies and implements in a professional manner Tamrah is a leading company working in the field of maintenance, operation and public utilities, as it provides services covering a wide range of fields of operation and maintenance, and modern technology solutions. Tamra Company is the preferred choice of many customers due to its reliability and commitment to quality and safety.

لماذا نحن ؟

لوجود خبرة طويلة وفريق يدرس وينفذ بطريقة احترافية ، تمره هي شركة رائدة تعمل في مجال الصيانة والتشغيل و المرافق العامة، حيث تقدم الخدمات التي تغطي مجموعة واسعة من المجالات في التشغيل و الصيانة , حلول تكنولوجيا حديثة . تمره هو الخيار المفضل لكثير من العملاء بسبب موثوقيتها والإلتزام بالجودة والسلامة

Experience In The Field

What distinguishes Tamrah Company in the city of Riyadh, Kingdom of Saudi Arabia is professional implementation. The company has great experience in the field of general

Ensure The Quality Of Work

Tamrah depends on the implementation of all management system proce ures in relation to quality, and compli- ance with the requirements of international standards

Customer Satisfaction Policy

Tamrah Company focuses on managing all aspects of projects aimed at achieving the highest levels of customer satisfac- tion, because we know that the key to project success is customer satisfaction

سياسة إرضاء العملاء

شركة تمره تركز على إدارة جميع جوانب المشاريع الرامية إلى تحقيق أعلى مستويات إرضاء العميل، لأننا نعلم أن مفتاح نجاح المشروع هو رضى العميل

ضمان جودة العمل

تعتمد شركة تمره على تنفيذ جميع إجراءات نظام الإدارة فيما يتعلق بالجودة والإمتثال لمقتضيات المواصفات القياسية الدولية

خبرة في المجال

ما يميز شركة تمره في مدينة الرياض بالمملكة العربية السعودية هو التنفيذ باحترافية، فلدى الشركة خبرة كبيرة في مجال المقاولات العامة

لدينا سنوات طويلة في مجال إدارة المرافق والمشاريع
We have many years in the field of facilities and project management



Our vision

Our mission is to provide excellence in our services within the Kingdom, as well as to promote and increase the company's continuous growth and success in satisfying and meeting the needs of our customers and business partners.

رؤيتنا

أن نعمل كشركة رائدة في خدمات إدارة المرافق بالمملكة العربية السعودية. هذه الرؤية مدعومة برغبتنا في التفوق وتجاوز كل التوقعات مع تقديم العمل المهني والإبداعي

Our Mission

is to provide excellence in our services within the Kingdom, as well as to promote and increase the company's continuous growth and success in satisfying and meeting the needs of our customers and business partners.

رسالتنا

تقديم التميز في خدماتنا داخل المملكة، وكذلك تعزيز وزيادة نمو الشركة المستمر والنجاح في إرضاء وتلبية احتياجات عملائنا وشركائنا في الأعمال

الاهداف الاستراتيجية

Applying the best management systems models.



Invest in employee training and retention. Commitment to key performance indicators to achieve the desired goals and outputs from clients.

تطبيق أفضل نماذج نظم الإدارة

الاستثمار في تدريب الموظفين والاحتفاظ بهم والالتزام بمؤشرات الأداء الرئيسية لتحقيق الأهداف والمخرجات المرجوة من العملاء



Focus on customer satisfactio



Building lasting and strong relationships with customers Structuring the organization, tools and activities in a way that serves customers

التركيز على رضی العملاء

بناء علاقات دائمة وقوية مع العملاء وهيكل المؤسسة والأدوات والأنشطة بالشكل الذي يخدم العملاء



Social Responsibility



We understand the impact of our business on society and are fully aware that the way we do business has a significant impact on ourselves, the environment, customers, employees and all other members of society. We work closely with our employees, customers, suppliers and contractors to maintain the sustainability and effectiveness of work. Tamra continues to be a gateway for young Saudi generations to enter the labor market through continuous employment and development of the Saudi workforce.

المسؤولية الاجتماعية

نحن نفهم تأثير أعمالنا على المجتمع وندرك تماما أن الطريقة التي نؤدي بها أعمالنا لها أثر كبير على أنفسنا والبيئة والعملاء والموظفين وجميع أفراد المجتمع الآخرين ونحن نعمل عن كثب مع موظفينا وعملائنا والموردين والمقاولين للحفاظ على استدامة وفعالية العمل و لا تزال تمره بوابة للأجيال السعودية الشابة للدخول لسوق العمل من خلال التوظيف المستمر وتطوير القوى العاملة السعودية



خدماتنا Our Services



حمامات السباحة ومعدات
الإنقاذ والديكورات والسلامة
المائية

Swimming pools, water
decorations, rescue and water
safety equipment



إدارة الانتقال وتسليم المهام
Transition management and task
delivery



أنظمة التيار المنخفض
low current systems



مركز خدمة العملاء
Customer Service Center



أعمال الهندسة والصيانة
Engineering and maintenance
works



البساتين والحدائق
orchard and gardens



الخدمات البيئية
environmental services



الاستشارات البيئية
environmental consulting



خدمات النظافة
Cleaning services



مكافحة الحشرات
pest control



security service

خدمات الأمن

نحن نعتمد على خبراتنا وتقنياتنا الحديثة في إدارة المرافق وتوفير خدمات ذات جودة عالية، فلقد استحدثنا تقنية إدارية متطورة تستند إلى تحليل تكاليف دورة حياة الخدمات، كما نسعى دائماً للحصول على رضا أصحاب العقارات والمستأجرين وكسب ثقتهم من خلال تقديم أفضل الخدمات في صيانة المباني وإدارة المخاطر والمرافق وتجميل المواقع وإدارة الأمن.

Werely on our expertise and modern technologies in managing facilities and providing high-quality services. We have developed advanced management technology based on analyzing the costs of the life cycle of services. We always strive to obtain the satisfaction of real estate owners and tenants and gain their trust by providing the best services in building maintenance, risk management and facilities. Site beautification and security management.

Maintenance and
operation

- Electrical Systems
- Heating, Ventilation and Air Conditioning Systems (HVAC)
- Surveillance Cameras (CCTV)
- Access Control Systems
- Water Pumps and Firefighting Systems
- Parking Management Systems
- Data Transmission Cables
- Low Current Cables
- Fire Safety Systems
- Elevators and Escalators
- Automatic Gate Systems
- Backup Power Supply Systems
- Sanitary and Plumbing Systems
- Electrical Generators



- الأنظمة الكهربائية
- أنظمة التدفئة والتهوية والتكييف
- كاميرات المراقبة
- أنظمة مراقبة الدخول
- مضخات المياه وإطفاء الحريق
- إدارة مواقف السيارات
- كابلات نقل البيانات
- كابلات الجهد المنخفض
- أنظمة السلامة من الحرائق
- المصاعد والسلالم المتحركة
- أنظمة البوابات الأتوماتيكية
- مزود الطاقة الكهربائية الاحتياطية
- الصرف الصحي والسباكة
- المولدات الكهربائية

خدمات النظافة

Business support
services

- Quality Control
- Energy Management
- Preventive Maintenance
- Sales & Procurement Management
- Insurance Management
- Customer Service
- Environment, Health & Safety (EHS)
- Inventory Control
- Tender Management
- Customer Communication



- مراقبة الجودة
- إدارة الطاقة
- الإدارة الوقائية
- إدارة عمليات البيع والشراء
- إدارة نظام التأمين
- خدمة العملاء
- البيئة والصحة والسلامة
- مراقبة المخزون
- إدارة العطاءات
- الاتصال مع العملاء

العمل التجاري
خدمات دعم

Cleaning
services

- Concierge Services
- Cleaning Services
- Pest Control
- Gardening and Landscaping
- Club Maintenance
- Security Services
- Waste Management
- Landscape Engineering
- Facade Cleaning



- خدمات الكونسيرج
- خدمات النظافة
- مكافحة الحشرات
- البستنة وتنسيق الحدائق
- صيانة النوادي
- خدمات الأمن
- إدارة المخلفات
- هندسة المناظر الطبيعية
- تنظيف الواجهة

الصيانة والتشغيل

إدارة التأجير والإيجارات
Rental and rental management

- إدارة العلاقة مع العملاء
- تجديد عقود الإيجار.
- إدارة الضرائب العقارية

- Customer relationship management
- Lease renewals
- Property tax management

خدمات التسويق والبيع
Marketing and sales services

- تحديد المستأجرين والمشتريين المحتملين
- تنظيم الحملات التسويقية
- إدارة الإيجارات

- Tenant & Buyer Identification
- Marketing Campaign Management
- Lease Administration & Management

الإدارة العامة
Public Administration

- الخدمات المالية والمحاسبية
- Financial and Accounting
- خدمات إدارة العقود
- Contract Management
- خدمات السكرتارية
- Secretarial
- الموارد البشرية
- Human Resources
- الخدمات الإدارية
- Administrative
- خدمات الاتصالات
- Communication
- إدارة التكاليف
- Cost Management

Tamra provides integrated services tailored to each property with the aim of enabling the customer to achieve the maximum benefit from his real estate assets, including, for example, controlling expenses, settling the budget, managing lease and collection contracts, developing plans to increase revenues from buildings, risk management for real estate investment, property and real estate management, contract management and consultancy tax.

توفر تمره خدمات متكاملة معدة خصيصاً لكل عقار بهدف تمكين العميل من تحقيق الاستفادة القصوى من أصوله العقارية، ومنها على سبيل المثال الحصر، ضبط النفقات وتسوية الميزانية وإدارة عقود التأجير والتحصيل ووضع خطط لزيادة الإيرادات من المباني وإدارة المخاطر للاستثمار العقاري وإدارة الممتلكات والعقارات، وإدارة العقود وتقديم الاستشارات الضريبية.



توريد مواد وأدوات الضيافة
بجميع أنواعها

Supplying hospitality materials
and tools of all kinds



التوريدات الأخرى حسب طلب
العميل

Other supplies as per customer
request



توريد مواد وأدوات النظافة
والورقيات بجميع أنواعها

Supplying cleaning materials,
tools and papers of all kinds
papers of all kinds

Certificate of Compliance
TAMRA COMPANY FOR OPERATION AND MAINTENANCE
C.R. 1010489161

KSA, RIYADH.P.O. BOX: 12465 AL MASEEF DIST. SAID AL BANNA STREET 3632
has been assessed and Certified by Ostia Management Pvt. Ltd.
as meeting the requirements of:

ISO 50001:2018
Energy Management System

For the following scope of activities:

OPERATION, MAINTENANCE, AND FACILITY MANAGEMENT (CLEANING, HYGIENITY, AND SUPPLY SERVICES - ENGINEERING AND MAINTENANCE WORKS - TRANSPORTATION MANAGEMENT AND TASK DELIVERY - ENVIRONMENTAL CONSULTING - CUSTOMER SERVICE CENTERS - SWIMMING POOLS, WATER REGENERATION, RESCUE AND WATER SAFETY EQUIPMENT - PEST CONTROL - SECURITY SERVICES - GARDENING AND LANDSCAPING - ENVIRONMENTAL SERVICES - SYSTEMS LOW CURRENT - AUTOMATIC GATE SYSTEMS - ELECTRICAL SYSTEMS - RASDAQ ELECTRIC POWER SUPPLY - HEATING, VENTILATION AND AIR CONDITIONING SYSTEMS - ELEVATORS AND ESCALATORS - PARKING MANAGEMENT - WASTE MANAGEMENT - FACIAL CLEANING - LANDSCAPE ARCHITECTURE - SANITATION AND PLUMBING - AND ALL OTHER TYPES OF MAINTENANCE ENERGY MANAGEMENT - MANAGEMENT PREVENTIVE - BUYING AND SELLING OPERATIONS MANAGEMENT - INVENTORY CONTROL - BIDDING MANAGEMENT - QUALITY CONTROL)

Date of Registration : 07 February 2024 1st Surveillance
Due : 06 February 2025 2nd Surveillance Due : 06 February 2026
Recertification Due(subject to the company maintaining its : 06 February 2027
system to the required standard)

Certificate No:- 24020706
To Verify this certificate please visit at www.ostiamanagement.com

OSTIA MANAGEMENT PRIVATE LIMITED
Incorporated in Saudi Arabia
[1904 Saturn Street, Suite 100, Brea, California 92821]
Validity of this certificate is subject to annual surveillance audits done successfully.
The Company's information is for reference purposes only and does not constitute an offer.
Email:- info@ostiamanagement.com Website:- www.ostiamanagement.com

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C.R. 1010489161

KSA, RIYADH.P.O. BOX: 12465 AL MASEEF DIST. SAID AL BANNA STREET 3632
has been assessed and Certified by Ostia Management Pvt. Ltd.
as meeting the requirements of:

ISO 55001:2014
Asset Management System

For the following scope of activities:

OPERATION, MAINTENANCE, AND FACILITY MANAGEMENT (CLEANING, HYGIENITY, AND SUPPLY SERVICES - ENGINEERING AND MAINTENANCE WORKS - TRANSPORTATION MANAGEMENT AND TASK DELIVERY - ENVIRONMENTAL CONSULTING - CUSTOMER SERVICE CENTERS - SWIMMING POOLS, WATER REGENERATION, RESCUE AND WATER SAFETY EQUIPMENT - PEST CONTROL - SECURITY SERVICES - GARDENING AND LANDSCAPING - ENVIRONMENTAL SERVICES - SYSTEMS LOW CURRENT - AUTOMATIC GATE SYSTEMS - ELECTRICAL SYSTEMS - RASDAQ ELECTRIC POWER SUPPLY - HEATING, VENTILATION AND AIR CONDITIONING SYSTEMS - ELEVATORS AND ESCALATORS - PARKING MANAGEMENT - WASTE MANAGEMENT - FACIAL CLEANING - LANDSCAPE ARCHITECTURE - SANITATION AND PLUMBING - AND ALL OTHER TYPES OF MAINTENANCE ENERGY MANAGEMENT - MANAGEMENT PREVENTIVE - BUYING AND SELLING OPERATIONS MANAGEMENT - INVENTORY CONTROL - BIDDING MANAGEMENT - QUALITY CONTROL)

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has been assessed and Certified by Ostia Management Pvt. Ltd.
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ISO 31000:2018
Risk Management System

For the following scope of activities:

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KSA, RIYADH.P.O. BOX: 12465 AL MASEEF DIST. SAID AL BANNA STREET 3632
has been assessed and Certified by Ostia Management Pvt. Ltd.
as meeting the requirements of:

ISO 45001:2018
Occupational Health & Safety Management System

For the following scope of activities:

OPERATION, MAINTENANCE, AND FACILITY MANAGEMENT (CLEANING, HYGIENITY, AND SUPPLY SERVICES - ENGINEERING AND MAINTENANCE WORKS - TRANSPORTATION MANAGEMENT AND TASK DELIVERY - ENVIRONMENTAL CONSULTING - CUSTOMER SERVICE CENTERS - SWIMMING POOLS, WATER REGENERATION, RESCUE AND WATER SAFETY EQUIPMENT - PEST CONTROL - SECURITY SERVICES - GARDENING AND LANDSCAPING - ENVIRONMENTAL SERVICES - SYSTEMS LOW CURRENT - AUTOMATIC GATE SYSTEMS - ELECTRICAL SYSTEMS - RASDAQ ELECTRIC POWER SUPPLY - HEATING, VENTILATION AND AIR CONDITIONING SYSTEMS - ELEVATORS AND ESCALATORS - PARKING MANAGEMENT - WASTE MANAGEMENT - FACIAL CLEANING - LANDSCAPE ARCHITECTURE - SANITATION AND PLUMBING - AND ALL OTHER TYPES OF MAINTENANCE ENERGY MANAGEMENT - MANAGEMENT PREVENTIVE - BUYING AND SELLING OPERATIONS MANAGEMENT - INVENTORY CONTROL - BIDDING MANAGEMENT - QUALITY CONTROL)

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has been assessed and Certified by Ostia Management Pvt. Ltd.
as meeting the requirements of:

ISO 41001:2018
Facility Management System

For the following scope of activities:

OPERATION, MAINTENANCE, AND FACILITY MANAGEMENT (CLEANING, HYGIENITY, AND SUPPLY SERVICES - ENGINEERING AND MAINTENANCE WORKS - TRANSPORTATION MANAGEMENT AND TASK DELIVERY - ENVIRONMENTAL CONSULTING - CUSTOMER SERVICE CENTERS - SWIMMING POOLS, WATER REGENERATION, RESCUE AND WATER SAFETY EQUIPMENT - PEST CONTROL - SECURITY SERVICES - GARDENING AND LANDSCAPING - ENVIRONMENTAL SERVICES - SYSTEMS LOW CURRENT - AUTOMATIC GATE SYSTEMS - ELECTRICAL SYSTEMS - RASDAQ ELECTRIC POWER SUPPLY - HEATING, VENTILATION AND AIR CONDITIONING SYSTEMS - ELEVATORS AND ESCALATORS - PARKING MANAGEMENT - WASTE MANAGEMENT - FACIAL CLEANING - LANDSCAPE ARCHITECTURE - SANITATION AND PLUMBING - AND ALL OTHER TYPES OF MAINTENANCE ENERGY MANAGEMENT - MANAGEMENT PREVENTIVE - BUYING AND SELLING OPERATIONS MANAGEMENT - INVENTORY CONTROL - BIDDING MANAGEMENT - QUALITY CONTROL)

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C.R. 1010489161

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has been assessed and Certified by Ostia Management Pvt. Ltd.
as meeting the requirements of:

ISO 31000:2018
Risk Management System

For the following scope of activities:

OPERATION, MAINTENANCE, AND FACILITY MANAGEMENT (CLEANING, HYGIENITY, AND SUPPLY SERVICES - ENGINEERING AND MAINTENANCE WORKS - TRANSPORTATION MANAGEMENT AND TASK DELIVERY - ENVIRONMENTAL CONSULTING - CUSTOMER SERVICE CENTERS - SWIMMING POOLS, WATER REGENERATION, RESCUE AND WATER SAFETY EQUIPMENT - PEST CONTROL - SECURITY SERVICES - GARDENING AND LANDSCAPING - ENVIRONMENTAL SERVICES - SYSTEMS LOW CURRENT - AUTOMATIC GATE SYSTEMS - ELECTRICAL SYSTEMS - RASDAQ ELECTRIC POWER SUPPLY - HEATING, VENTILATION AND AIR CONDITIONING SYSTEMS - ELEVATORS AND ESCALATORS - PARKING MANAGEMENT - WASTE MANAGEMENT - FACIAL CLEANING - LANDSCAPE ARCHITECTURE - SANITATION AND PLUMBING - AND ALL OTHER TYPES OF MAINTENANCE ENERGY MANAGEMENT - MANAGEMENT PREVENTIVE - BUYING AND SELLING OPERATIONS MANAGEMENT - INVENTORY CONTROL - BIDDING MANAGEMENT - QUALITY CONTROL)

Date of Registration : 07 February 2024 1st Surveillance
Due : 06 February 2025 2nd Surveillance Due : 06 February 2026
Recertification Due(subject to the company maintaining its : 06 February 2027
system to the required standard)

Certificate No:- 24020704
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Validity of this certificate is subject to annual surveillance audits done successfully.
The Company's information is for reference purposes only and does not constitute an offer.
Email:- info@ostiamanagement.com Website:- www.ostiamanagement.com

Certificate of Registration
TAMRA COMPANY FOR OPERATION AND MAINTENANCE
C.R. 1010489161

KSA, RIYADH.P.O. BOX: 12465 AL MASEEF DIST. SAID AL BANNA STREET 3632
has been assessed and Certified by Ostia Management Pvt. Ltd.
as meeting the requirements of:

ISO 45001:2018
Occupational Health & Safety Management System

For the following scope of activities:


OPERATION, MAINTENANCE, AND FACILITY MANAGEMENT (CLEANING, HYGIENITY, AND SUPPLY SERVICES - ENGINEERING AND MAINTENANCE WORKS - TRANSPORTATION MANAGEMENT AND TASK DELIVERY - ENVIRONMENTAL CONSULTING - CUSTOMER SERVICE CENTERS - SWIMMING POOLS, WATER REGENERATION, RESCUE AND WATER SAFETY EQUIPMENT - PEST CONTROL - SECURITY SERVICES - GARDENING AND LANDSCAPING - ENVIRONMENTAL SERVICES - SYSTEMS LOW CURRENT - AUTOMATIC GATE SYSTEMS - ELECTRICAL SYSTEMS - RASDAQ ELECTRIC POWER SUPPLY - HEATING, VENTILATION AND AIR CONDITIONING SYSTEMS - ELEVATORS AND ESCALATORS - PARKING MANAGEMENT - WASTE MANAGEMENT - FACIAL CLEANING - LANDSCAPE ARCHITECTURE - SANITATION AND PLUMBING - AND ALL OTHER TYPES OF MAINTENANCE ENERGY MANAGEMENT - MANAGEMENT PREVENTIVE - BUYING AND SELLING OPERATIONS MANAGEMENT - INVENTORY CONTROL - BIDDING MANAGEMENT - QUALITY CONTROL)

Date of Registration : 07 February 2024 1st Surveillance
Due : 06 February 2025 2nd Surveillance Due : 06 February 2026
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This is to certify that

Tamra Company for Operation and Maintenance


is a

Corporate Member

Such membership demonstrates active and material support of the Institute in its aims to raise environmental standards through training and education.

Membership No: 16015296
Renewal Date: 31/01/2025

San Barthelemy, National Chair



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Tamra Operation and Maintenance Co.



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