

A Complete Courier Service Provider, we provide lightning fast and cost effective courier services, and without compromising quality.





# Company Overview

Arman Express was established in the year 2009 with Dubai Chamber of Commerce under Commercial License No. 643651 and Emirates Post License No. 113/1. It is conceived with an idea to offer affordable and swift courier service throughout the world. Its head office is based in Dubai, UAE. Arman Express focuses on providing high-quality service, customer satisfaction and through professionalism & FAST SERVICE strategy that strives to exceed customer's expectations.

Every customer that Arman Express deals with is treated as a partner and not as a customer; this approach that has led Arman Express to become a unique courier company

Through business processes, we endeavor to enhance our organizational agility and operational efficiency. We search for every possible opportunity to reduce costs and increase productivity.

We also look forward to find ways to improve our "ABILITY" to add value to our services in order to exceed our customer's needs & expectations. We take great pride in being a customer – oriented organization, making sure that our customers are satisfied with the task that we execute for them.

Arman Express is reliable, prompt, efficient and professionally managed courier company which offers to meet all your requirements. We provide worldwide courier service, worldwide express delivery, Air & Land courier services, documents/parcels courier service.



Professionalism Quality and Skill

**Integrity** Absolute and Commitment

Passion Drive to Deliver

Service Exceed Expectations

Innovation Improving Ways

Our goal is rather simple; provide a courier service that is super fast in terms of customer service and delivery time while maintaining cost effectiveness.

We believe this sets us apart from other courier service providers.



M. Amini General Manager

# Our Vision

Our vision is to provide unrivaled courier services to clients around the world through professional approach & delivering in time to all destinations around the world.

# Our Mission

To become the most economical courier/parcel service provider in the world that offers wide range of time saving services through excellence and perfection.

Through our regional & international network, we aim high to become one of the world's leading courier service providers through customized service that meets the changing nature of courier industry.



# Our Team

Our team consists of dedicated personnel who work together in complete synergy and coordination with a strong sense of shared responsibility. Training never ends in Armanexpress. We learn from each other and share our skills & knowledge for our customer's benefit.

# Professionalism

We stand by the highest standards of professionalism and determined to deliver outstanding quality so that our relationships with our clients will be long lasting.

Day by Day, we study the world latest courier & freight forwarding technique to upgrade us to highest level.

All our colleagues must study and update them to latest technique and therefore training never stops in ARMANEXPRESSS.



# Arman Express offers the following services to our valuable customers:

- Door to door international courier/parcel service along with international express delivery.
- Same Day Delivery services within UAE
- Door to Door Regional Parcel service within GCC & Middle East (ME) countries
- Overnight Parcel delivery services
- Customs brokerage
- Warehousing services
- Pick up services
- Specification of our services

# Services Overview

#### Door to door international courier/parcel service

We offer a comprehensive 'International Courier Service' solution to any country worldwide.

Arman Express is capable of providing door to door collection & delivery services all over the world. All our clients can track their parcel using unique tracking identification number (T.I.D. NO.) and proof of delivery (P.O.D) is provided once the parcel is delivered to the addressee (recipient). So you can rely on us for your global courier needs.

In our international sector, we are currently providing wide range of services and discounts in the following routes:

(For details please contact our customer service representative)

# Same Day delivery Services within GCC & ME countries:

We are expert in same day delivery services throughout GCC & ME. To facilitate such time bound services, we have agents at various locations throughout the above said region. Today, we are proud that we are capable of providing efficient and swift service at competitive price.

The network that we are a part of provides us the capability to collect your parcel from anywhere in the GCC & ME and deliver it to the destination of your choice in a very short span of time.

We also provide pick up & delivery service for heavier parcels and bulky items including pallets & full trailer loads comparatively cheaper than the other established & leading courier companies.

We are proud to have the infrastructure that can meet our client's requirements.



#### Door to door regional parcel service within GCC & ME countries:

We have a network of agents all across the GCC & ME. Our combined strength is capable of providing a comprehensive range of courier/parcel service in the above said region. Today we are one among the most rapidly growing courier company in the above said region

### Services provided under same day service are as follows

- Regional documents/packages collection and delivery.
- Regional non documents/packages collection & delivery.
- Regional (time bound) documents/non-documents collection & delivery.
- Customs Documentation.
- Packing & warehousing service for cargo material.

For long distance deliveries that need to be delivered quicker than by road, we can organize for your parcel to be delivered straight to its destination by air.

#### Overnight services

Since we value our customer's valuable time, we offer our customer time sensitive delivery service called "Overnight service" across the world. Our regional & international partners, each one, experienced in logistics and distribution, provide total coverage for the time sensitive delivery. This makes us different from other companies.

We are independent and work with the best agents worldwide & this enables us to execute the time sensitive delivery more competently & efficiently.



# Warehousing services:

We have state of the art centralized & well equipped warehouses supported by small sortation warehouses. Each sortation warehouse is equipped to operate 24 hours seven days a week. Its strategic location, operational capacity and qualified staff (trained in every aspect of national/international logistics) is enabling us to minimize the unproductive hours & maximize the productive hours thereby increasing the pace of service.

Services provided under warehousing are as follows:

- Storage
- Consolidation
- Break down of pallets
- Repacking
- Labeling Documentation

So you can be rest assured that your documents & parcels are always in safe hands with Arman Express.

#### Pickup services

We have an organized network of pickup service throughout the UAE. With light vans, heavy trucks & bikes in service through our business partners, we can reach you any time wherever you are. Just a phone call and one of our executive will be there in a moment to attend you. Therefore we assure you that we can provide the fastest and the most reliable pick - up service within UAE.

#### Customs brokerage

We can also arrange all customs related documents for heavy and bulky shipments. We make sure all your documents are in order according to the customs before your shipment is dispatched

We undertake following documentation & transaction

- Entry procedure
- Exit Procedure
- Admissibility requirements for your shipment.
- Classification
- Valuation
- **Duties** payment
- Applicable tax & fees
- Customs declaration

Additional documentation that we can arrange through our business partners are as follows

- Certificate of origin
- Bill of lading for shipping line
- Air waybill
- Master air waybill
- Inland bill of lading
- House bill of lading
- Ocean bill of lading
- Carrier certificate/Release order
- Carnet (Custom document allowing temporary entry of shipment without any tax or duties. E.g... goods meant for exhibition)
- Consularisation of documents



#### Services

#### Specification of our services

#### 1.DOMESTIC LETTERS

Type:

Person to Person

Territory:

Within UAE

Charges:

According to the tariff table attached to this

profile

Weight:

Up to 200 grams per letter

Condition:

Letter must be closed

#### 2.INTERNATIONAL LETTERS

Type:

Person to Person

Territory:

International

Charges:

According to the tariff table attached to this

orofile

Weight:

up to 200 grams per letter

Condition:

Letter must be closed



#### **3.DOMESTIC DOCUMENTS**

Type:

Personal to any Company

Company any Personal

Company to Company

Territory:

Within UAE

Charges:

According to the tariff table attached to this profile

Weight:

up to 200 grams per letter

Condition:

Documents must be sealed in envelops and boxes

#### **5.DOMESTIC PARCEL**

Туре:

All items other than that of letters and

documents

Territory:

Within UAE

Charges:

According to the tariff table attached to this

profile

Weight:

Below 30 kg

Condition:

Must be packed & addressed

#### **4.INTERNATIONAL DOCUMENTS**

Type:

Personal to any Company Company any Personal

Company to Company

Territory:

International

Charges:

According to the tariff table attached to this profile

Weight:

2 Kgs

Condition:

Documents must be sealed in envelops and boxes

# **6.INTERNATIONAL PARCEL**

Type:

All items other than that of letters and

documents

Territory:

international

Charges:

According to the tariff table attached to this

profile

Weight:

18 kgs

Condition:

Must be packed & addressed

#### Prohibited commodities:

Arman Express will not accept under any circumstances the following commodities for transport by courier.

- Ammunition
- Animals
- Antiques or Fine works of art
- Asbestos
- Batteries
- Bullion
- Currency Firearms
- Furs
- Hazardous and Combustible materials as IATA's DG Regulations
- Human remains or Ashes
- Jewellery, Precious metals and Stones
- Narcotics
- Pornography

#### Restricted commodities

Arman Express may accept the following commodities for transport through courier mode under certain terms and conditions.

- Animal products
- Expensive electronic items (Example: Cameras, Mobile phones, Personal computers, Digital Diaries, Organizers, etc.)
- Foodstuff (including substances used in the preparation of food or
- Fragile items
- Fresh flowers
- Industrial diamonds
- Ivory
- Liquids
- Medicines & Medical samples (including blood, urine & tissue)
- Negotiable instruments
- Perfumes (Quantity not to exceed 30ml per consignment)
- Perishable items
- Pharmaceutical products
- Plants and Plant products (cotton, seeds, tobacco)
- Wrist Watches

For further information please contact Customer Service at Arman Express.

# Contact Us





# Head Office:

Arman Express

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### DAFZA Office:

### Arman Express

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