

RESUME

Planning, Monitoring & Budgeting / Quantity Surveying (More than 8 Years of experience in Highway & Infrastructure Projects)

Personal Details

- Name : **Santanu Pal**
- Date of Birth : 08.08.1992
- Father's Name : Bablu Pal
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- Contact Number : 9831069115
- Profile : Planning, Monitoring & Budgeting / Quantity Surveying



Educational Qualification

- **Master of Technology** : Marks Obtained- **9.2 (CGPA)**
CSET (West Bengal University of Technology)
Year: 2014-2016 (Correspondence Course)
- **Bachelor of Technology** : Marks Obtained- **7.5 (CGPA)**
BBIT (West Bengal University of Technology)
Year: 2010-2014
- **Higher Secondary Examination** : Marks Obtained- **74 (Percentage)**
Tirthapati Institution (WBCHSE)
Year: 2008-2010
- **Secondary Examination** : Marks Obtained- **86 (Percentage)**
Tirthapati Institution (WBSSE)
Year: 2008
- **Software Handled with** :
 - Engineering Software: Auto Cad, Road Estimator
 - Regular Software: MS Word, Excel, MS Access, PowerPoint
 - Project Schedule Software: TILOS, MS Project, Filmora
 - Enterprise Software: SAP, ERP, Trace Cost, DMS (Laser-fiche)
- **Certification** :
 - **PG Diploma in Constructional Safety (EHSE)**
Annamali University, Marks Obtained- 79.25%
 - **NICMAR** (National institute of construction management and research)
Entrance Test Examination Certificate
 - Employment Invitation Letter (Ranchi/PMU)
NHAI (National Highways Authority of India)
 - Bhabha Atomic Research Centre (BARC)
Department of Atomic Energy, Govt. of India

Work Experience

JMC Project (India) Limited **(Feb' 2022 to Present)**

- **Project:** Ethiopian -Djibouti Transport Corridor Project Phase I. Design & build of Adama -km 60 Expressway
- **Project Cost:** 1,628 Cr. INR
- **Authority Engineer:** Lea Associate (LASA)
- **Client:** Ethiopian roads authority (ERA)
- **Funded by:** African Development Bank

MKC Infrastructure Ltd (JV with RSM Infra) **(October' 2020 to Jan' 2022)**

- **Project:** Construction of Jia-Bharali bridge along with its approaches and river training work from km 25.552 to km 27.500 of nh-37a (new NH-715) in the state of Assam
- **Project Cost:** 448 Cr. INR
- **Authority Engineer:** Rodic Consultants Pvt. Ltd.
- **Client:** NHIDCL

G R Infraprojects Limited **(August' 2018 to October' 2020)**

- **Project:** Construction of Two/Four laning of Imphal-Moreh Section of NH-39 Package I/II in the State of Manipur (Asian Highway-I)
- **Project Cost:** 800 Cr. INR
- **Authority Engineer:** Feedback Infra Pvt. Ltd
- **Client:** NHIDCL
- **Funded by:** Asian Development Bank

Dinesh Chandra R. Agrawal **Infracon Pvt. Ltd** **(Nov' 2014 to August' 2018)**

- **Project:** Rehabilitation & upgrading to 2/4 Lane with paved shoulders & strengthening from Nepal Border to Bangladesh Border (Asian Highway-II)
 - **Project Cost:** 430 Cr.
 - **Authority Engineer:** Intercontinental Consultants and Technocrats Pvt. Ltd.
 - **Client:** Ministry of Road, Transport & Highway (MoRTH)
 - **Funded by:** Asian Development Bank
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- **Project:** Construction of Approximate 1000 M Length Viaduct at Rangpo between Km. 51.10 to Km. & 53.90 on Sevoke-Gangtok road (NH-31A) in the state of West Bengal-Sikkim
 - **Project Cost:** 157 Cr. & 430 Cr.
 - **Authority Engineer:** Technocrats Advisory Services Private Limited
 - **Client:** NHIDCL

Job Profile

A. Billing and QS Related

- Verification/Preparation of Monthly RA bills and to take approval from Authority.
- Follow-up for entry of bills in SAP timely and approvals.
- Coordination with Authority for approval of Payment Schedule, utility Shifting estimates, COS etc.
- Follow-up for approval of payment against Milestone with price escalation.
- To cross Earth work Sub-contractor bills with the TCS theoretical and actual levels (OGL).
- Preparing of draft work order/ LOI for Subcontractor – like Earthwork, Structure, hired machinery, Crusher etc.
- Prepare Sub-Contractor Work Order and Purchase Requisition according to the scope of the work.
- Daily RFI Monitoring and prepare strip chart and raise bill according to the payment weightage of schedule H.
- Estimation of Quantity, BBS as per Drawing.
- Keeping all the records of price escalation, IPC invoice, recovery of mobilization advance, recovery of retention money and other deduction/hold against submitted IPC/SPS

Job Profile

B. Planning and Monitoring Related

- Coordination with Revenue Authority for getting LA status, Demolish Structure activity support, component authority's permission, Royalty, Tree cutting permission, LA disputes, etc.
- Prepare & update pending issues list every week. Follow-up of MPR submit to client/IE/AE with detail MIS report.
- Track record material Consumption/ reconciliation.
- Prepare Meeting agendas/MoM etc. Prepare & Follow-up of MoM and get progress report from site.
- Follow-up to site for getting daily progress Report (DPR), Weekly Report. Review and comments on DPR, Weekly Report and communicate to site on same day.
- Preparation of Monthly Budget & Cash flow with (S-curve).
- Keeping update of the daily activities and tally with the work programme (Prepared in MSP, Excel)
- Prepare company internal bill statement as per WBS unit with BOQ data and plan against any shortfall of BOQ and update the budget quantity. Prepare & update pending issues list every week.

C. Operation Related

- Coordination with IE for recommendation of Payment Schedule, Bills, COS and confirmation of Drawings and design, etc.
- Follow up with authority for milestone and COS/ EOT approval.
- Tracking of correspondence from IE/Authority.
- Prepare draft letter Contractual for supporting of future claim matter.
- Prepare draft reply on Client /AE letters and upload to the company DMS system.
- Prepare contractual statement for supporting of future claim matter.
- Prepare draft reply on Contractor letters like termination, improve of performance, Quality of work, Intimation of adhere time line, etc.
- Preparing of standard SOP of EOT as per MoRTH.
- Preparing of Insurance claim under CAR policy.
- Preparation and Submission of Programme (MSP) and tally with daily activities (in view of authority requirement).
- Follow up with Design and Drawing Inventory, other approval related information (authority and contractor's obligation) like Mix Design, Source Approval, QAP, Construction Methodology, Safety Management, Environment Management, Closing NCR etc.

