

The Profile

Elhanan Management Services

14th June 2017

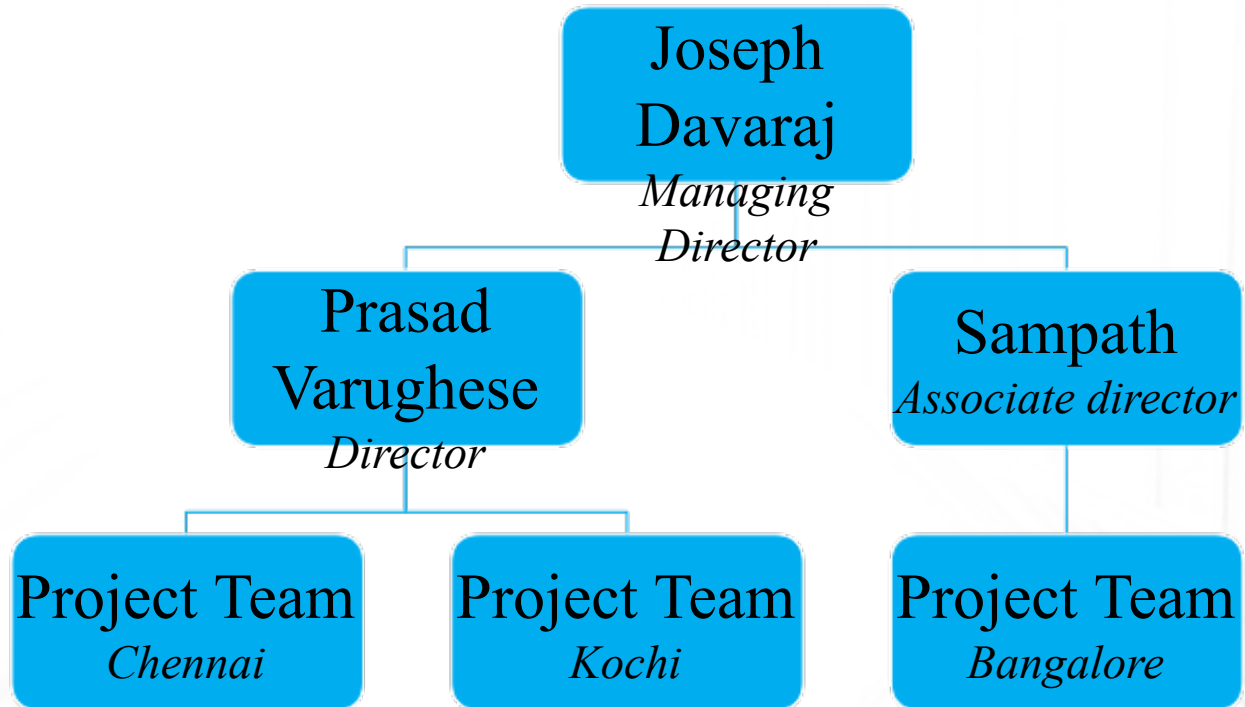
About us, Vision & Values

- Elhanan Management Services (EMS) is a company incorporated in April 2004, providing the Project Management Services from “*Concept to Completion*”
- EMS vision is to provide efficient management support to the expanding needs of the Clients and to be an integral part of their growth.
- We bring value to customers’ projects through
 - Proven work processes
 - A dedicated professionals with diverse capabilities
 - Integrity is our foremost standard of conduct
 - we create a culture and philosophy that reflects our values
 - An honest, straightforward approach to business makes Elhanan to be the preferred Project Management Consultant.

Elhanan Management Services Provides....

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Organization Structure



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Joseph Davaraj- *Managing Director*

Joseph is a Graduate in Electrical and Electronics Engineering from Annamalai University and specialized in Engineering Project Management from Indian Institute of Science, Bangalore.



He has more than 28 years of professional experience in large multi national companies in the fields of Hospitality, Food processing, IT, and Real Estate. Joseph was instrumental in setting up project/property management systems for an International Technology park, Vrindhavan TechVillage, Britannia and Oberoi Hotel in Bangalore. Currently, setting up IT Parks in SEZ, Hospitals and residential development. His key strengths are Entrepreneurship, Customer Support, MEP services, Business Development, Automation and Value Engineering.

Prasad Varughese -*Director*

Prasad is Graduate Engineer in Civil Engineering from Regional Engineering College, Jaipur and specialized in Chartered Engineering and Valuation. He has more than 28 years of professional experience in large multi national companies in the fields of Residential Development, IT Parks, Hospitals, Hotels and Real estate. His key strengths are People Management, Technical Consultancy, Critical Problem Solving and Value Engineering.



Sampath Kumar-*Associate Director*

Sampath is a Post Graduate in Business Management from PSG Tech, Coimbatore and a Post Graduate in Production and Mechanical Engineering from PSG Tech. He has more than 28 years of professional experience in Research and Development, Project Management and specific assignments for various MNCs. His key strengths are Entrepreneurship, Research, Engineering Value Analysis and Customer Focus.

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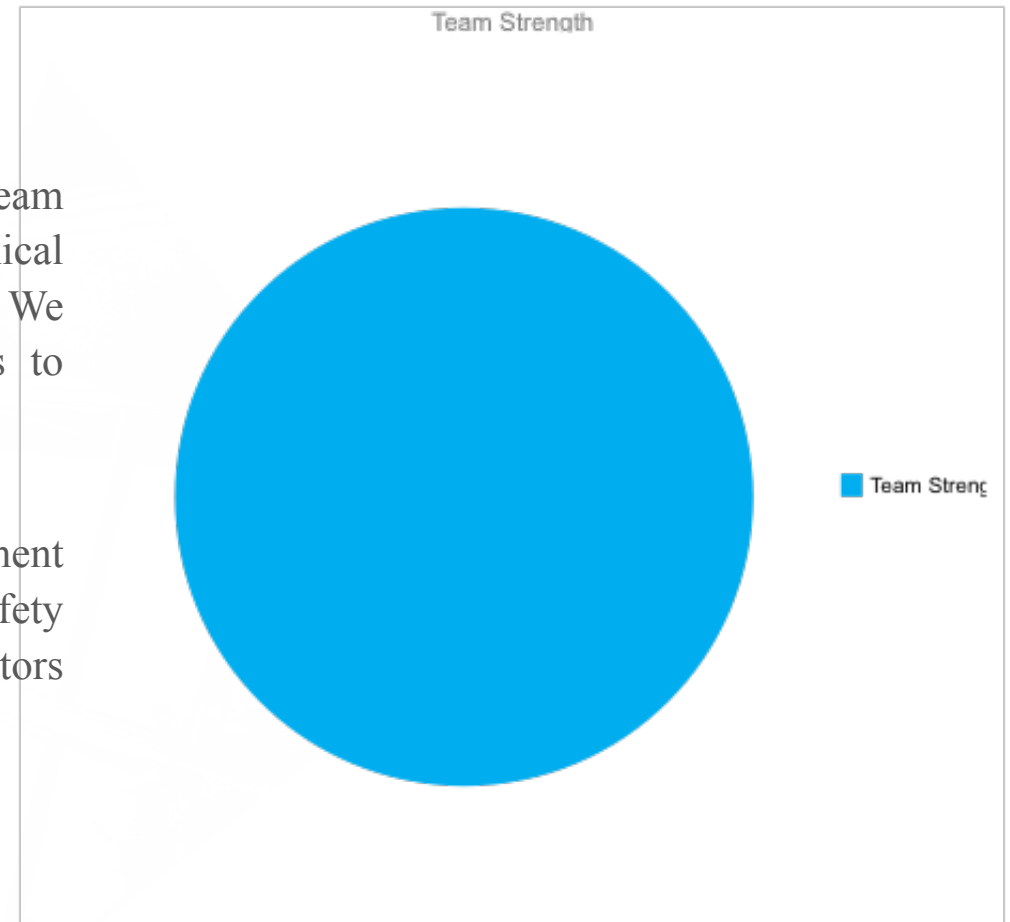


Human Resources

Elhanan functions as a well-organized team supported by professional and technical competencies of individual team members. We believe in synergizing individual strengths to attain collective excellence.

Elhanan currently has 48 Project Management personnel consisting of Project / Safety Engineers, Architects and SEZ Coordinators deployed at different locations.

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Project Experience



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Significant Projects- Healthcare



Sports Medicine Block

Client : Sri Ramachandra Health trust

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Significant Projects- Healthcare



Sports Medicine



Oncology Block

Client : Sri Ramachandra Health trust

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Significant Projects- Healthcare



MIOT International
Client : MIOT Hospitals

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Significant Projects- Healthcare



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MIOT International
Client : MIOT Hospitals

Significant Projects- Healthcare



MIOT Pacific Hospitals, Suva-Fiji
Client : MIOT Hospitals

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Significant Projects- Residential



Staff Quarters and Hostel Buildings
Client : Sri Ramachandra University

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Significant Projects- Residential



Staff Residential Township
Client : L&T Shipbuilding Pvt Ltd

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Significant Projects- Residential



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Staff Residential Township
Client : L&T Shipbuilding Pvt Ltd

Significant Projects- Residential



Luxury Villas
Client : Rakindo

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Significant Projects- Residential



Luxury Villas
Client : Rakindo

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Significant Projects- Residential



Luxury Villas
Client : Kalyan Jewellers

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Significant Projects- Industrial



Shipbuilding Warehouses
Client : L&T Shipbuilding

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Significant Projects- Industrial



Factory Building
Client : Raymond India

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Significant Projects- Industrial



Warehouse

Client : Flextronics

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Significant Projects- Industrial



Factory Building

Client : NADI

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Significant Projects- Hotel



ITC Grand Chola Hotel
Client : L&T ECC ltd

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Significant Projects- Hotel



Le Meridien (Holiday Inn), Bangalore

Client : Mac Charles Hotels Pvt Ltd

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Significant Projects- Hotel



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The Oberoi, Bangalore
Client : East India Limited

Significant Projects- Hotel



Le Meridien Annex, Kochi
Client : Gulfar Group

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Significant Projects- IT parks



Technopolis IT Park

Client : Muthoot Hotels& Tourism Ventures Pvt. ltd

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Significant Projects- IT parks



Tejomaya IT Park
Client : L&T Tech Park Ltd

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Significant Projects- IT parks



CTS IT FACILITY

Client : L&T ECC

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Significant Projects- IT parks



CTS IT FACILITY
Client : L&T ECC

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Significant Projects- IT parks



CTS IT FACILITY
Client : L&T ECC

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Significant Projects- IT parks



SISA Information Building, Bangalore
Client : SISA Payment Security Specialists

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Significant Projects- Malls& Interior



Mall-O-Shopping Mall

Client : Oberon Edifices& Estates Pvt Ltd

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Project Management Services – 3 Phase Approach

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Pre-Construction Stage

- Design & Budget
- Organization, Plans & Procurements
- Tender & Bids

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Pre-Construction: Design & Budget

- Listen, Study & Analyze client's project related requirements
- Prepare the Design Brief in terms of
 - Operation
 - Cost
 - Time
 - Quality
 - Safety
- Prepare The Budget

Pre-construction: The Hospital

- The hospital building being a public building with focus on patient care has to be designed with
 - Seamless Circulation
 - Infection control
 - Interconnectivity of related departments
 - Transition space between the most crowded OPD block & IPD block.
 - Emergency areas (Trauma/ Cardiac/ Stroke) are to be designed in such way that the patient gets all the treatments/ facilities/care within the golden hours
- The hospital building to be designed and constructed to comply with the NABH / JCI / MCI Standards
- The patient& visitor traffic and the staff& material traffic are to be segregated with dedicated vertical transportation system
- The Waiting areas of patient's in the OPD area are to be designed to maximize exterior views.
- High density OPD traffic zone has to be located at the front periphery to minimize the circulation.
- The allied facilities (Imaging science/ Lab) to be located nearer to the respective OPDs to ease the patient movement
- The location of specialized departments like Radiation Oncology& Nuclear Medicine to be fixed in complete isolation with other OPD

14th with 20th OPD

Pre-construction: The Hospital

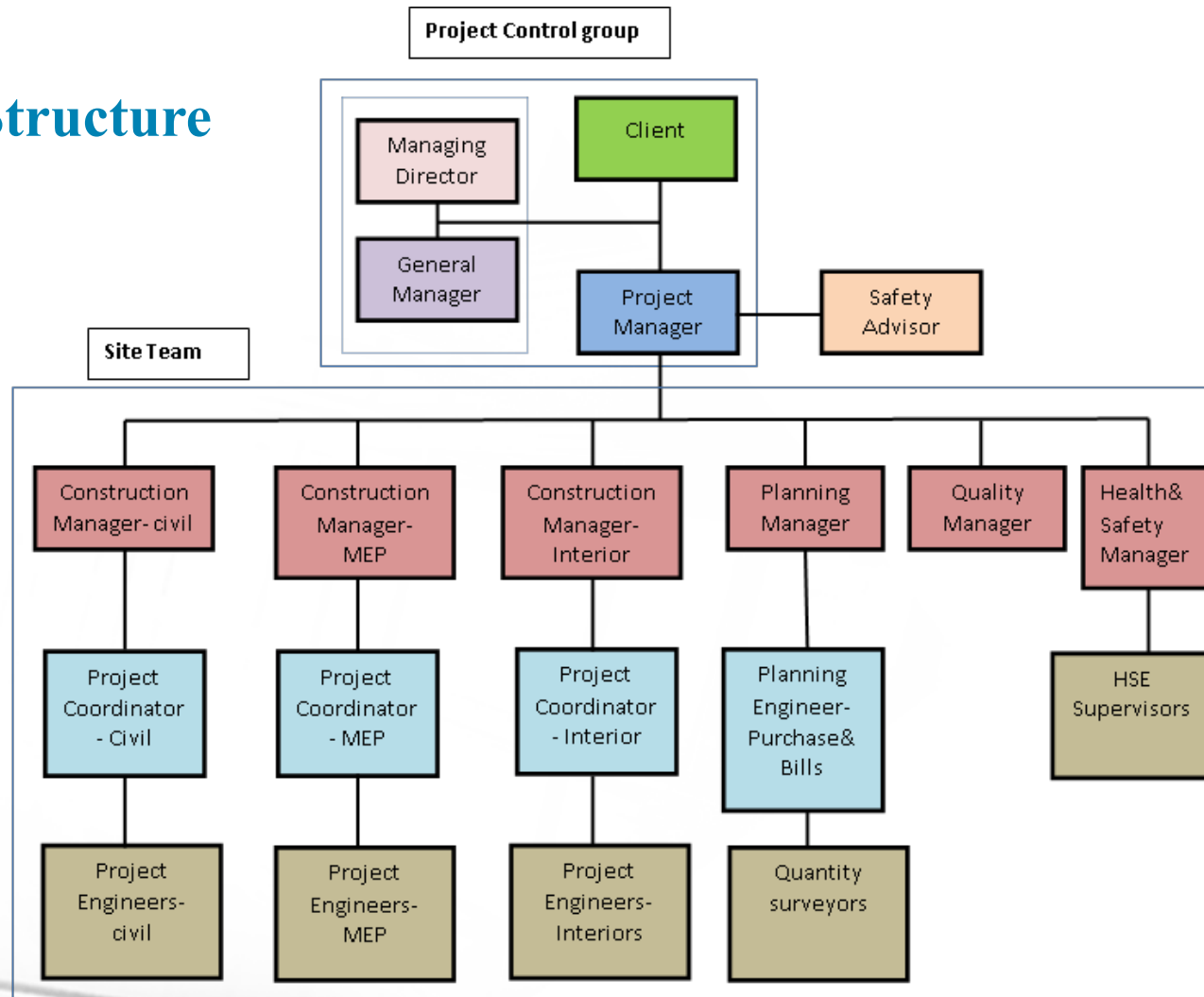
- The Operation Theatres & ICU's has to be planned in upper floors with complete isolation to Patients. The intention behind the planning of OTs & ICU's wards in the same floor are
 - Minimization of patient movement
 - Better infection control management with whole floor acting as the sterile zone
 - The concept is Unidirectional flow of men & material.
- The Operation Theatres has to be designed with utmost care with triple corridor system – Clean, Sterile & Dirty for better infection control management.
- A Dedicated Service area has to be located just above the OT complex. The main purpose behind investing the capital resource into the service floor being that,
 - All the source & terminal machines/devices pertaining to HVAC, Public health engineering system and other engineering service systems will be placed.
 - Thus the service machines/devices are completely isolated from the end-user/patient zone and enables 'noise isolated', 'hassle free', 'behind the screen' operation & maintenance by service personnel without affecting the regular function of the hospital round the clock 365 days.
- The building has to be designed as a large span structure with Flat Slab Structural System, thus enabling total flexibility in planning engineering service lines above false ceiling

Pre-Construction: Organization, Plans & Procurement

- Organization
 - Develop project control systems
 - Finalization of project organization chart.
 - Establishment of project communication and reporting system
- Plans & Procurements
 - Preparation of works breakdown structure
 - Preparation of Project Master Schedule with base line
 - Preparation of Design / Drawings deliverables schedule
 - Feedback on the Master Budget of the project
 - Co-ordination and follow-up with Architect and other design consultants for their inputs
 - To identify and suggest consultants/designers for specialized requirements
 - Lead project meetings as necessary for review of progress
 - Set up, track, monitor a design deliverable schedule
 - Checking & verification of designer's submissions such as Drawings, Design basis reports BOQs & Cost benefit analysis
 - Cost control during all stages of design and design development
 - Preparation of procurement plan

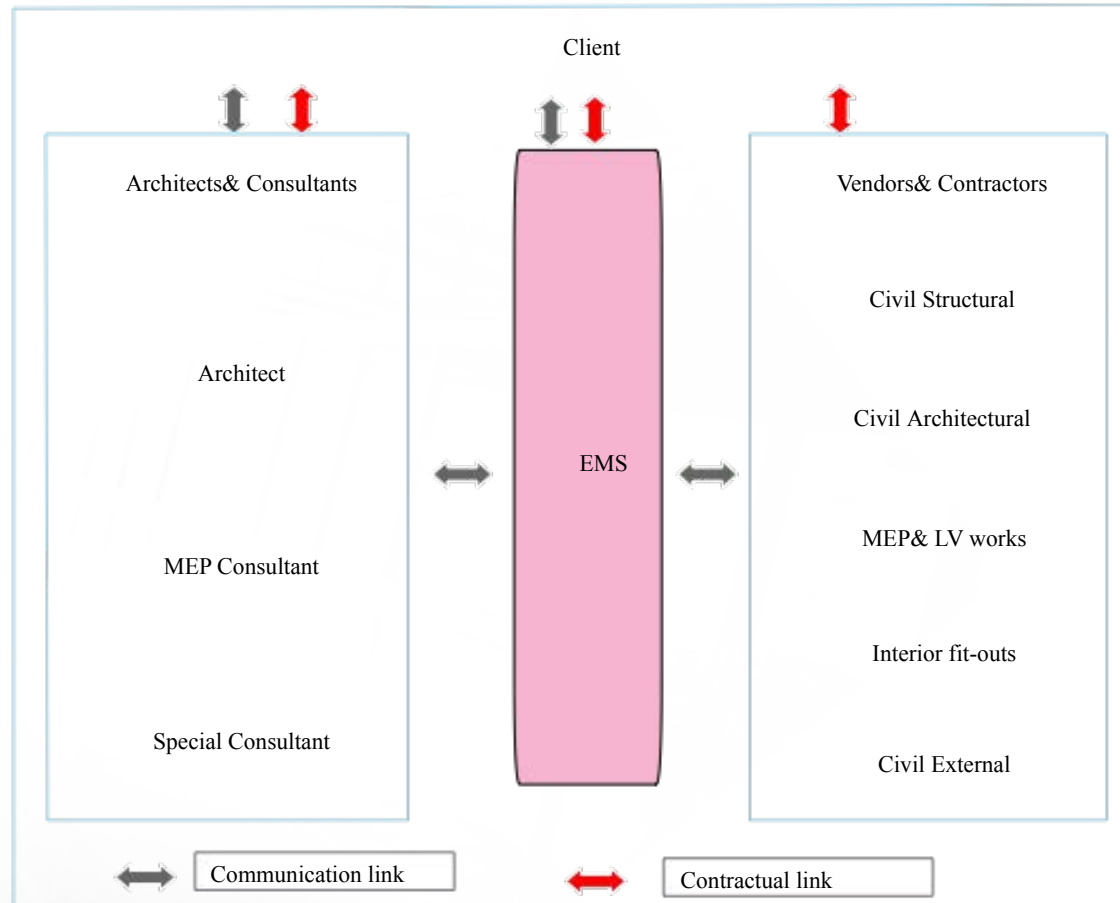
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Organization Structure



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Project Teams and Communication Structure



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Package Breakdown Structure (Indicative)

Sl. No.	Name of the Package
1	Engineering, Procurement and Construction of civil work comprising plot development, compound wall, SW drainage, Equipment foundations, Buildings, Civil and Structural works (excluding only Pre-Engineered buildings), Plumbing & Sanitary works, STP, Water supply & Distribution system;
2	Design, supply & erection on site of pre-engineered structural building works
3	Earthworks
4	Design, Supply, Erection and Commissioning of HT works complete in all respect including associated civil & structural works, liaison, earthing & lightning protection systems
5	Supply and delivery of the steel plates and structural steel for fabrication of tanks and vessels
6	Design, Supply, Erection of Mechanical & Pipeline works including Pipe racks
7	Design, Supply, Erection, Cabling and Installation of Electrical (LT) and Instrumentation & process control system works including the ESD system, fire alarm system, PA system, CCTV system, Earthing and Lightning Protection systems etc
14	Design, supply, installation, erection and commissioning of the Fire Fighting System works including supply, laying and installation of the fire fighting network, sprinklers, equipment, Fire Extinguishers etc.

Pre-Construction: Tenders & Bids

- The tendering would be undertaken as per the tender event schedule.
- Consultants shall issue hard and soft copies of the specifications and BOQ, which shall be reviewed by EMS and Client.
- Upon submission of the revised BOQ, tender drawings and related documents, the final version of tender shall be compiled by EMS and released to short listed bidders.
- Returned bids would be opened in the presence of the Client representatives.
- Techno commercial analysis and multiple rounds of negotiations would follow this.
- Architect / consultants shall submit technical comparative and recommendation to Elhanan Management Services.
- EMS will prepare a detailed recommendation report and send to Client for approval.
- Subsequent to approvals LOI / PO/ WO shall be issued by Client.
- EMS will facilitate a formal contract between Client and vendors by signing of the conditions of contract and articles of agreement.

Construction Stage

- Project Control
- Project Reporting
- Documentation & Information Control
- Project Cost Control

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Construction

- Full time supervision of All construction works / activities for the project
- On-site design co-ordination and issue of drawings / clarifications
- Organize approval to contractors shop drawings, product data sheets, samples
- Monitoring the progress of work with the Master construction schedule
- Prior flagging of anticipated bottlenecks and analysis of its reasons
- Day to day correspondences including contractual issues
- Change order management for design changes and extra items
- Prepare QA/QC plan and Method Statement
- Quality assurance and control to ensure conformance to drawings and specifications.
- Establish EHS plan (Environment, Health and Safety)
- Issue GFC drawings to respective contractors and keep updated record issued.
- Scrutinize and check working drawings received from Architects /designer
- Organize Progress review meetings on weekly basis.
- Collect, review and maintain all the records of contractors' daily progress reports.

Project Administration

Project Control

- Management Review Meetings
- Review contract documents
- Progress Review Meetings
- Quality and Safety Review Meeting

Project Reporting

- Weekly Progress Reports
- Monthly Progress Reports
- Quarterly financial report
- Quality Non-Compliance Report

Documents and

- Drawing Control Index
- Transmittal Form & Request for Information
- Clarification Request & Documents Distribution Reports

Project Cost Control

- Value Engineering Advice
- Track Budgeted Vs. Actual Cost
- Freeze Quantity Well in Advance
- Control deviated/provisional items

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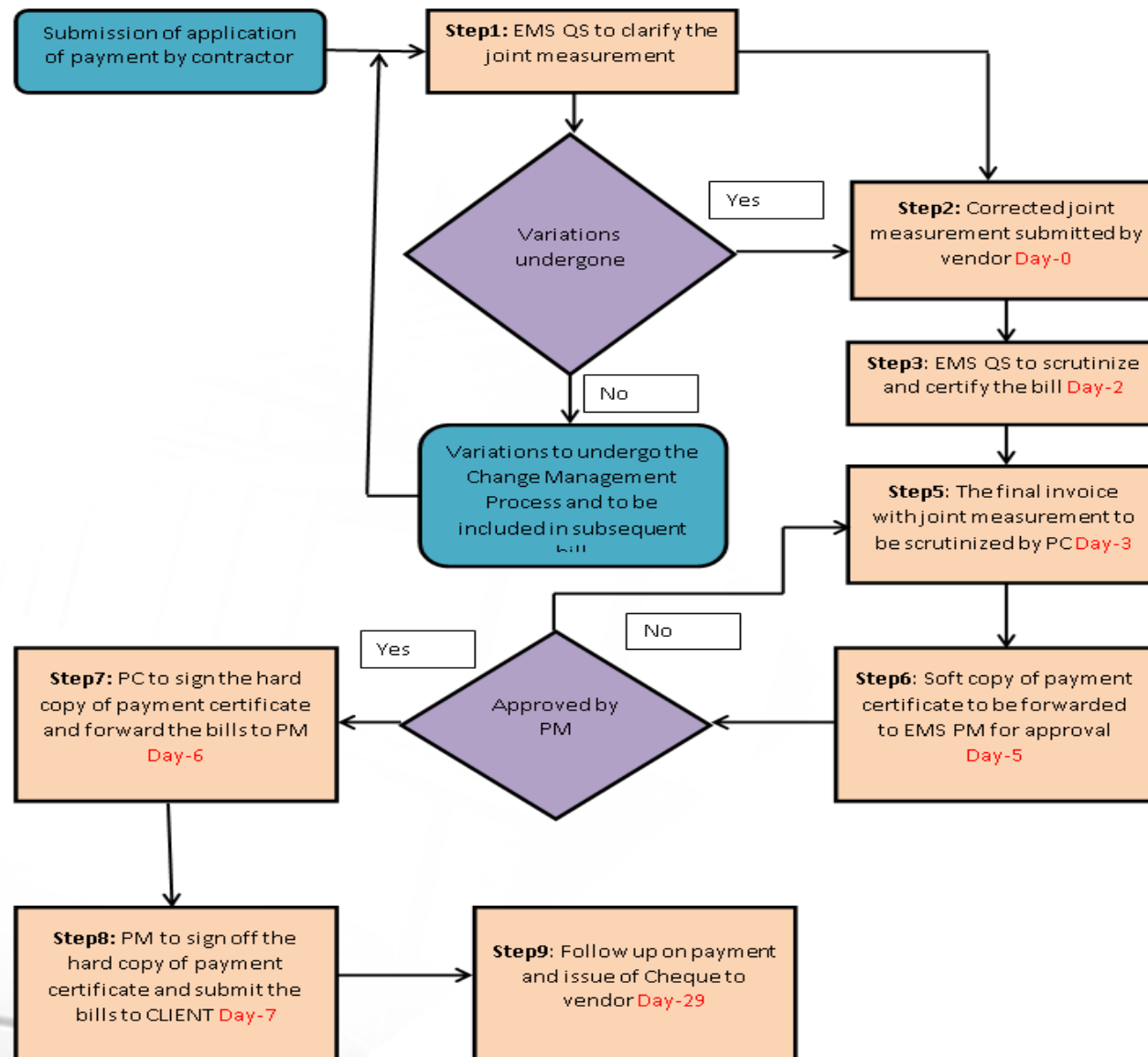
Meeting Structures

Type of Report	Purpose	Attendees	Frequency	Chaired by
Project Control Group (PCG)	Review of progress and performance of all the project team members as set against the agreed master schedule and approved budget	Client team, Managing Director(EMS) (if required), General Manager(EMS)	Monthly or as agreed by client.	EMS
Project Kick-off meeting (to be done at the initiate stage)	Project Initiation	Client's project team, EMS's project team	At the beginning of the project	EMS
Project Construction Kick off meeting	Initiation of work package	Client's project team, EMS's project team, Contractor project Teams, architect and Consultants	At the beginning of the project	EMS
Design Review Meeting (DRM)	Review of design development / Tender development	Technical head (Client Side), Project Manager(EMS) Design Manager (EMS), all consultants	Weekly or as required	EMS
Construction Progress Review Meeting (to be done during construct stage)	Review of Construction Progress	Technical Head All Contractors, EMS Project Managers, architect & consultants (if required)	Weekly	EMS
14th June 2017 Internal Review Meeting (IRM)	Review of progress of works	EMS Project Team	Once in 3 days or as require	EMS
Drawing Review Meeting	Review of Drawings	EMS Project Team Concerned Contractor	Upon receipt of drawings	EMS

Reporting Structure

Type of Report	Purpose	Frequency	Distribution
Weekly Progress Reports (WPR)	<p>Reports (WPR)</p> <p>Weekly update on project activities highlighting the main concerns / risks in the project on time, cost, quality and safety that require attention from Client</p>	Weekly	Client Team, EMS Team
Monthly Progress Reports (MPR)	Monthly detailed update on project costs, schedule, design, construction	Monthly	Client Team, EMS Team
Monthly Cost Report (MCR)	Detail account of package wise committed / uncommitted, changes, expenditure in the project	Monthly	Client Team, EMS Team
<p>Monthly Safety Report</p> <p>14th June 2017</p>	<p>Safe Man hours, Incident report, Best Safety practices, Safety trainings</p>	Monthly	Client Team, EMS Team

Bill Flowing Chart

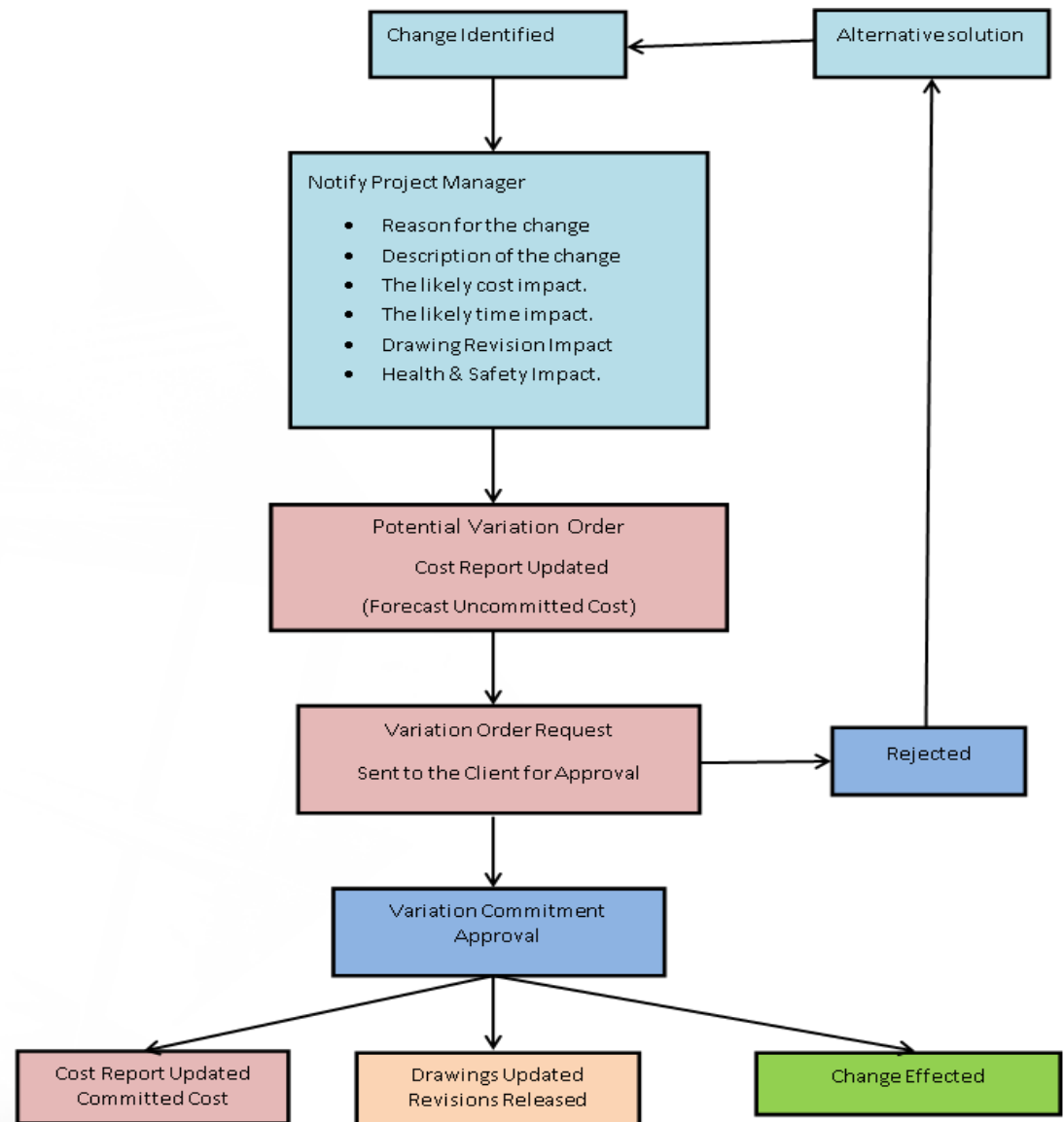


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Change management Chart

Legend	
Initiator of change	
Project Manager	
Architect	
Client(final decision maker)	
Contractor	

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Post Construction Stage

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Post Construction

- Advice about probable date of Substantial Completion
- Preparing & addressing the schedule of defects / punch lists
- Provide assistance in Testing and commissioning of the facility
- Collection and integration of various Operation& Maintenance manuals, commissioning & test certificates
- Reconciliation and Certification of Final bills of contractors, suppliers, vendors and consultants
- Preparation of project close-out report including learning
- Collate and verify all As-built drawings
- Addressing any queries during defects liability period
- Co-ordination with the Contractors to rectify the defects during the defects liability period

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Thanks

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