

PROFESSIONAL SUMMARY:

- * The responsibility leads the Project Team covering Project Management, Planning and Coordination, Contracts Management and Administration, Health Safety & Environment (HSE), Quality Assurance and Quality Control (QA/QC), Deliverables and Relationships of assigned Projects like Sea Port Development, LNG Terminal, Oil & Gas (Onshore & Off-Shore), Shipbuilding, Power, Water, and other Infrastructure Projects.
- * Worked with Internationally reputed Oil & Gas / PMC / Construction Companies like BECHTEL & PARSONS in Saudi, CHIYODA & TECHNIP (CTJV) in Qatar, ABB in Oman, TEBODIN in Bahrain, and TOTAL in India (presently working).
- * Carry out daily activities of the Project either as Project Management Consultant or as EPC Contractor to review Daily Work Progress, Planning, Resources, and other Project requirements.
- * Review of the pre-award tender documents with all terms and conditions to identify areas of resolutions and mitigate commercial risks of the Contract.
- * Contracts, Subcontracts and Change Order Management and Contracts Administration.
- * Handle Contractual, Legal, Commercial and Insurance issues related to Contracts, Subcontracts with EPCC and with lower tier Subcontractors.
- * Carry out all correspondences related to contracts such as drafting, preparation, finalization, negotiation and execution. Undertake contract review with Project Team on an on-going basis.
- * Finalize agency, subcontracts, Letter of Intent (LOI) or Letter of Agreements (LOA).
- * Maintain a database of all correspondences between the Client, the Company and the Contractor, and advise the Project Manager on the consequences as and when required.
- * Generate daily and monthly reports on the status of the contracts and variations if any, escalate to the Project Manager for corrective action.
- * Carry out regular evaluation of the Contractors and provide feedback on their performance and areas of improvement.
- * Support in claims settlement, disputes resolution, litigation, and arbitration proceedings.
- * Ability to actively listen to acknowledge concern. Provide explanations and or options to diffuse or resolve difficult situations with people in a calm and courteous manner.
- * Supervision of team of contract engineers/estimators/quantity surveyors or to act as manager/chief estimator/chief quantity surveyor on all proposals complete and timely preparation of estimates to improve the quality of documents.
- * Interesting in taking of new challenges, more responsibility and freedom of work.
- * To assist in securing profitable work consistent with company business plans, policies and objectives.

EXPERIENCE : TOTAL 27 YEARS PLUS**A. From May' 2019 till date**

Company: BMT Consultants (I) Pvt Ltd., (A Unit of BMT Group Ltd (previously British Maritime Technology, UK) was established in 1985, as an International Multidisciplinary Engineering, Science and Technology Consultancy offering services particularly in the Oil & Gas, LNG & LPG Energy Sectors, Defense, Environment, Maritime Transport, Marine Risk and Insurance, Shipping and General Transportation Sectors as Project Management Consultants, Independent Engineers.

Presently I am working as Project Manager / Resident Engineer as PMC for the Client Dhamra Port Company Ltd., Owned by ADANI Group of Company, Ahmedabad for the Construction of a 5 MMTPA LNG Terminal at Dhamra, Bhadrak District in Odisha State (India). It is a Joint Venture with TOTAL Oil (France), the biggest Oil Giant in the World.

BMT Consultants is responsible for Construction Supervision of Outside Battery Limit (OSBL) Package i.e., Dredging & Reclamation, Approach & Jetty, Civil & Utilities works for which APSEZ Dredging Contractor, HOWE Engineering (I) Pvt Ltd., [ITD Cementation Company, and Bridge & Roof (B&R) Company are the respective Sub-Contractors to HOWE].

The Total Cost of the Project is around 1.5 Billion USD.

Roles & Responsibilities;

- a) Coordination and Management as PMC with Client, Main Contractors, Subcontractors on day-to-day basis regarding daily work progress based on the approved drawings and work schedule,
- b) Review of Contract documents and analyzing all Risk possibilities areas in the Contract, HSE, QA/QC related issues,
- c) Review and comments to submitted DPR, WPR and Monthly Progress Report (MPR).
- d) Arrangement of Meeting with Client, and Contractors and issuing of final MOM to all concerns,
- e) Review and Approval of Monthly Meeting MOM & Monthly Invoices based on the actual work progress.

B. From Feb 2018 to Apr' 2019

Company: RINA Consulting S.p.A, Mumbai (A unit of RINA D'APPLONIA Consulting, Design, Operation & Maintenance Engineering Company, Italy) as Project cum Contracts Manager in Project Management Consultants (PMC) for Development & Construction of a LNG Port import along with Floating Storage and Regasification Unit (FSRU) for a through put of capacity 5 MMTPA at Jafrabad of Amreli District in Gujarat State (India). It includes Marine, Dredging and Top facilities.

Main Client is SWAN Energy Limited for the end user Gujarat Maritime Board under the Government of Gujarat (India). The total Cost of the Project is around 40 Billion Indian Rupees (US \$ 620 Million).

Position: Project Manager / Contracts Manager

My main Roles and Responsibility;

- a) Coordination with PMC Project Manager on day-to-day basis regarding daily work progress based on the submitted work schedules by all Contractors,
- b) Review, and monitoring on DPR, WPR and Monthly Progress Report (MPR).
- c) Review of Contract documents and analyzing all risk possibility areas in the Contract,
- d) Arrangement of Meeting with Client, and Contractors, Review and Approval of Monthly Invoices based on the actual work progress.

C. From March' 2015 to 31st May' 2017;

Company : KHAN Offshore Company, Geoje si (South Korea)

Position : Senior Contracts Manager

Company Profile : KHAN Company was established in November 2006 in Geoje Si, City of Shipbuilding, South Korea, with vision to be a world leading Engineering and Commissioning Company in Oil and Gas Offshore Field. Especially Professional Engineers with long term experience in drilling and production are core assets of KHAN Company.

Current Project : Development of a new Port Project at Mopko. Fabrication, and Supply of Nine numbers of Electric House Packaged Substations complete assembly units for SARBA Oil & Gas Project (ADMA-OPCO), Abu Dhabi in Mokpo Yard (Jeollanam-do Province, South Korea).

Total Cost of the Project is around 60 Million USD.

Roles & Responsibility:

- (a) Reviewing of pre-tender documents and post tender documents as and when required to assist Sales and Marketing team in the Company.
- (b) Providing suggestions to avoid / to prevent Company from unfavorable conditions in the documents.
- (c) Assisting Project Director/Project Manager regarding drafting of Contractual Letters either to Client or Subcontractor as required.
- (d) Preparation of Minutes of Meeting (MOM) with Client or Contractors as and when required.
- (e) Coordination with Engineering Team and Construction Team regarding Change Order, which are not included in the scope of supply.
- (f) Preparation of Change Order Submission documents and finalizing with Project Director/Manager before submission.
- (g) Follow-up with Client regarding Change Order approval Progress and issuance of Purchase Order for Invoicing.

D. From May' 2011 to Feb' 2015;

Company : SAMSUNG Heavy Industries Co. Ltd, Geoje Shipyard (South Korea)

Position : Senior Manager (Contracts)

Company Profile : Samsung Heavy Industries (Samsung Group Company, the number one pioneer company in South Korea) is a leading Global Shipbuilding and Offshore Industry. It has successfully completed diverse project with the aim of securing global leadership in various sectors including shipbuilding, offshore, power and control systems, wind energy.

Most notably, it has achieved unbeatable leadership in the high-tech high-value shipbuilding sectors by maintaining the world's number 1 share in the Drill Ships, LNG Carrier and FPS Markets.

In 2012, SHI received an order for the world's largest CPF from Inpex. This EPC contract is the one of the latest cases represents SHI's excellent offshore performances. The total Project Orders in 2014 is US Dollar 15 Billion (approx.).

Roles & Responsibility:

- (a) Reviewing of pre-award and post-award tender documents with all terms and conditions to identify and mitigate commercial risks of the Contracts.
- (b) Preparation of monthly reports and progress invoices as per the project requirements in the team, managing change order management.
- (c) Arranging weekly and monthly meeting to avoid techno commercial and contractual issues with the Clients, Subcontractors.
- (d) Preparation of contractual correspondences with the clients for the running projects and warranty projects as and when required.
- (e) Maintaining the database of all correspondences between clients and the Company.

Involved Projects : From Tendering of the Projects till final completion of Warranty Services after supply.

Ichthys CPF, Egina FPSO, Martin Linge Topside, Statoil CAT J Jack Up Rig, Transocean Jack Up Rig, YAMAL YLNG, Valemon Topside EPC, Maersk Drillship, Prelude FLNG, JSM Project, STENA, BGT, TEEKAY FPSO, OOCL Berlin, Evergreen Shell FLNG, GASLOG, BP SKARV, ENSCO, Drillship Pride, ETESCO, PDC Drillship, Teekay Shuttle Tanker, OCEAN RIG, and many other projects.

E. From Nov' 2008 to Oct' 2010;

Company : Safer Exploration & Production Operations Co. (SEPOC),
Sana'a (Republic of Yemen)

Position : Contracts Manager

Company Profile : A Yemen Government Company for provision of Engineering, Project Management, Procurement and Construction Management, Pre-commissioning and Commissioning, and Operation Services of Oil & Gas Projects for the Client M/S: Yemen Liquid and Natural Gas Commission (YLNG).

Worked for YLNG Project Upstream facilities (Phase II) for detail engineering, procurement, fabrication and construction of the new cryogenic plant including new power generation, compressors, flare systems, other utility systems and pressure letdown systems with the help of Main Engineering Consultant M/S: Technip Abu Dhabi (TPAD). The Project Cost was US Dollar 400 Million (Approx.).

Roles & Responsibility:

- (a) Review of the pre-award and post-award tender documents with all terms and conditions to identify and mitigate commercial risks of the Contracts.
- (b) Review and preparation of Pre-Bid & Post-Bid Evaluation Reports based on the submitted tender documents and finalization of contract documents for signature.
- (c) Coordination in between the client and the contractor from engineering stage up to site construction activities including arranging of weekly and monthly progress meetings to mitigate project risks.
- (d) Review and approval of Contractor and Subcontractor monthly invoices based on the actual work progress.

F. From Nov' 2007 to Oct' 2008;

Company : Al-Hassan Engineering Co S.A.O.G, Muscat (Sultanate of Oman)

Position : Contracts Administrator

Company Profile : Oman based Construction Company for provision of Engineering, Project Management, Procurement, Construction Management, Pre-commissioning, and Commissioning Services of Pipelines, different type of plants and associated facilities for the Oil, Gas, Power Plant, Petrochemical, Infrastructures and cross-country pipeline activities.

Deputed for Mechanical and Electrical installation and commissioning contract of 1000 MW Power Plant (Type of Plant- KA 13E2-2) for the Client Sohar Aluminum Company LLC, Sohar (Sultanate of Oman) under the supervision of Engineering Consultant M/S: ALSTOM Power Service (Arabia) FZE.

Roles & Responsibility:

- (a) Review of Contracts specifications and other related documents.
- (b) Preparation of subcontract agreements for vendors and subcontractors. Preparation of Letter of Acceptance as per requirements.
- (c) Correspondences with clients/project management consultant / subcontractors / vendors regarding all the project issues and procurement of materials respectively.
- (d) Preparation and submittal of claims and variation orders.
- (e) Arranging weekly and monthly site progress meeting and preparation of Minutes of Meeting (MOM) accordingly for all party acceptance.
- (f) Involvement in procurement of Materials as per approved submittals.
- (g) Review and approval of subcontractors/vendors monthly invoice.

G. From September 2004 to September 2007;

Company : Dodsai Engineering & Construction PTE Limited, Abu Dhabi (UAE)

Position : Deputy Manager (Contracts & Q.S)

Company Profile : This is an ISO Certified multinational company for provision of Engineering, Project Management, Procurement, Construction Management, Pre-commissioning, and Commissioning Services of Pipelines, different type of plants and associated facilities for the Oil, Gas, Power Plant, Petrochemical, Water and Electricity, Industries Buildings, including Infrastructure facilities and associated civil, mechanical, electrical, piping, and instrumentation installations.

Worked for RAS GAS Onshore Expansion project, phase II for the client Ras Laffan Liquefied Natural Gas Company Ltd., Doha, Qatar under the supervision of Engineering Consultant CTJV (Chiyoda Technip Joint Venture, one of the leading joint venture company of Chiyoda, Japan and Technip, France). The project cost was around 200 Million USD.

Roles & Responsibility:

- (a) Contracts and Subcontracts management and administration.
- (b) Handling contractual, legal, commercial and insurance issues related to contracts, subcontracts and with lower tier subcontractors.
- (c) Carry out all activities related to contracts such as drafting, preparation, finalization, negotiation and execution.

- (d) Review contract documents internally and preparing summary of Contract documents for easy reference of our Company Project Team Members.
- (e) Review and approval of Contractor and Subcontractors invoices based on the actual work progress and reporting to Head of Contracts Department and Project Manager.

H. From July 2000 to June 2004;

Company : Saudi Archirodon Limited, Jeddah (Kingdom of Saudi Araba)

Position : Senior Estimation Engineer

Projects involved : Desalination and Reverse Osmosis Water Plants.

Roles & Responsibility:

- (a) Full responsibility of the Mechanical Estimation works. Checking of all tender documents, contract drawings and preparing Material Quantity List.
- (b) Preparation of site visit prior to finalization of bidding calculations.
- (c) Participation in electro-mechanical projects like desalination plant, reverse osmosis water treatment plants, power plants, oil refinery, fuel unloading jetty and seawater cooling projects.

I. From September 1998 to May 2000;

Company : ATLAS Transport & Mechanical Construction Co. WLL, Manama (Bahrain)

Position : Deputy Manager (Contracts & Q.S)

Project : HIDD Power & Water Production Facility

Nature of work : * Installation and Commissioning of Power and Desalination Plant,
* Onshore Gas Pipeline work for Bahrain National Oil Co., (BANOCO).

Roles & Responsibility:

- (a) Estimation of different type of projects like water plants, power plants and pipeline projects and other related projects of BANOCO.
- (b) Coordination for the estimation activities of fabrication, erection, testing and commissioning of high-pressure gas pipelines with metering valve station under the supervision of engineering consultant Tebodin Middle East Ltd, Abu Dhabi.
- (c) Develop and implementation of procedures for contracts management and administration in compliance with company policy.

J. From December 1992 to July 1998;

Company : Thapar Chemtex Consultants Ltd, Bangalore (India)

Position : Senior Engineer (Contracts & Q.S)

Project : * Ballarpur Industries, Chemical Division, Karwar, Karnatak (India),
* Ballarpur Industries, Paper Division, Yamuna Nagar, Haryana (India).

Roles & Responsibility: (a) Quantity Survey and Estimation of different type of projects based on Project Specifications and Client supplied Drawings.

- (b) Coordination for Contracts Administration and Management and reporting to Head of Contracts Department in Head Office.

EDUCATION & ACHIEVEMENTS:

Education :

- * PhD in Construction Management from USA in 1992,
- * Master of Science in Quantity Surveying & Contracts Administration in 1988,
- * Bachelor of Science in Quantity Surveying & Contracts Administration in 1986.

Achievement :

- * Core Employee of the Year 2013 in Samsung Heavy Industries Co. Ltd, South Korea.
- * Only Non-Yemeni Expat Employee to be a Committee Member in the Project Tendering Committee from tendering (estimation) stage up to final award of the Contract.
- * Best Employee of the Year 2008 in Al-Hassan Engineering Company, Muscat (Oman).
- * Best Employee of the Year 2003 in Saudi Archirodon Ltd, Jeddah (Saudi Arabia).

Affiliations / Membership:

- Membership in International Association for Contracts & Commercial Management (IACCM), USA.
- Virtual Training on “Best Practices of Integrated Project Monitoring & Control” from Wrench Academy, Bangalore (India).
- 3 Weeks Online Training from University of Southampton, USA (Sponsor IACCM, USA) on “Effective Change Order Management”.
- 4 Weeks Online Training on the topic of “Drafting and Negotiating Commercial Contracts” from The College of Law, London, U.K.

PERSONAL DETAILS

Father's Name : Late Shri Satyabadi Tripathy

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(Sushanta Tripathy)