



Mitul Mukherjee

Sr. Business Development Manager

I am a seasoned, result-oriented Business Development professional with over **15 years** of experience in the Real Estate Consulting industry. With a background in Architecture (B.Arch.) and PGDCM, I am a domain expert, with both technical and business proficiency. A high-achieving individual with excellent communication, organizational and analytical capabilities in addition to creative knowledge and a positive attitude.

Contact

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Address

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Kenchenahalli, Yelahanka,
Bangalore, India

Education

2005 - 2006

**Post Graduate Diploma in
Construction Management (PGDCM)**

Xavier's Institute of Management &
Entrepreneurship (XIME), Bangalore

1999 - 2004

Bachelor in Architecture (B.Arch.)

College of Engineering and Technology,
Biju Patnaik University of Technology,
Bhubaneswar

Experience

Sept 2021 - Oct 2022

Vivek Shankar Architects, Bangalore

Sr. Business Development Manager

Responsible for generating new business and account management.

- Developing the Database of Clients, IPC, Project Management Firms.
- Generating Leads from Existing Contacts, Cold Calling potential Clients, Networking with IPCs.
- Supporting the Pitch Team with precise Design Brief.
- Prepare and Submit the Techno - Commercial Proposal, lobby with the client for business conversion.
- Market, Trends & competition Analysis
- Prepare Client Specific presentations
- Management & servicing of Existing Accounts, cross-selling of services across verticals.
- Actively scout for Tenders - Submission of Prequalification Documents, actively follow-Ups, attend pre-bid meetings, Tender submission in coordination with costing team.
- Working towards the established target
- Maintain MIS

Nov 2018 - Aug 2021

CPG Consultants India Pvt. Ltd., Bangalore

Sr. Manager - Business Development

- Developing growth strategies in concurrence with Business Heads.
- Managing and maintaining relationship with existing clients.
- Prepare presentations for Business Development Activities.
- Meeting prospective clients to present CPG capabilities and understand the client's needs and propose suitable CPG services.
- Preparing and submitting pre-qualification documents EOI, RFP and tenders.
- Negotiating with stakeholders of the clients to close deals.
- Identifying and mapping business strengths and customer needs.
- Researching business opportunities and viable income streams.
- Following industry trends locally and internationally.
- Reviewing contract documents and Work Orders.
- Reporting on successes and areas needing improvements by preparing weekly and monthly report.
- Attend conferences, exhibitions and seminar.

Dec 2015 - Oct 2018

Capacite Infraprojects Limited, Bangalore

Manager - Business Development

- Sourcing new clients by fixing appointments / giving presentation and understanding upcoming projects.
- Attend events / meets / conferences to bring more visibility to the company.
- Secure tenders and coordinate with internal tendering team for timely submission of tenders.
- Attend pre-bid meetings/ negotiation meetings with the tendering team to get an understanding the probability of securing projects and strategize accordingly
- Work towards a pre-determined target on a monthly, quarterly and yearly basis

Expertise

- Requirement Gathering
- Tender Submission
- Pitch Presentations
- MS Office Expert
- Leadership & Accountability
- Team Player & Individual Contributor
- Networking

Languages

English
Hindi
Bengali
Oriya

June 2013 – Oct 2015

Purvankara Projects Limited, Bangalore

Manager - Commercial & Alternate Assets

- Following up new business opportunities and setting up meetings
- Planning and preparing presentations
- Communicating new product developments to prospective clients
- Negotiate and close deals as per the target income goal.
- Co-ordinate with clients for design and fit-outs.

Sep 2009 – May 2013

Asia Pac International Ltd. Bangalore

Business Development Manager

- Identify and develop business opportunities for the Company.
- Develop and manage client communication tools such as corporate website, presentations and capability report.
- Preparation of Client requirement brief
- Preliminary analysis and submission of market information.
- Short-listing and submitting property options.
- Inspection of properties with clients.
- Preparation and circulation of RFP
- Comparative analysis of all options.
- Occupancy cost analysis.
- Property recommendation and preparation of LOI
- Co-ordination and execution of definitive lease agreement.
- Increase the company's involvement with existing client.
- Build referral and lead generation network

June 2006 - July 2009

DTZ – Cushman and Wakefield

Assistant Project Manager: Office Space Fit Out

- Design coordination with Consultants and review it as per Site condition.
- Bid evaluation and review of tender drawings.
- Commercial negotiation and vendor selection.
- Tracking of the Construction Schedule as well as material procurement.
- Monitoring Site coordination.
- Conducting design co-ordination & progress review meetings.
- Client communication & reporting.
- Cost management – Bill checking, certification of payments, bill tracking commercial closure

Major Projects

- Target Corporation at Manyata Tech Park, Bangalore. (2,20,000Sft)
- Novell Software at Bagmane Tech Park, Bangalore. (1,50,000Sft)
- Sapient Corporation Salarpuria GR -Tech Park, Bangalore. (47,000 Sft)
- Unisys at SJR I-Park, Whitefield Bangalore. (45,000Sft)

Trainings & Internship

Jones Lang LaSalle Bangalore. India

Project Management Trainee: Jan
2006 – March 2006

Design review and coordination
between Clients/Architects and
Vendors for Phase-wise Interior fit out
of 30,000 Sft for TESCO, Whitefield

WS Atkins, Bangalore. India

Trainee Architect: June 2004-
October 2004

Designing of customized layouts of
Residential Units G+17 Residential
Apartment for Siroya Construction, Site
visits and Coordination with clients,
consultants and all the related agencies