

FAIYAZ S. GAIBAN

PROJECT MANAGEMENT | CONTRACT MANAGEMENT

Result-oriented professional targeting assignments in **Project Management & Contract Management** with an organization of high repute in **Construction industry** preferably in **Pune and Pimpri Chinchwad**

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EXECUTIVE PROFILE

- ▶ Strategic and Self-driven professional with **over 10 years of rich & extensive experience in Project Management, Contract Management, and Engineering Disciplines**
- ▶ Completed multi-phase projects, from plan development to oversight of costs, schedules, quality, information, team management, and contracts
- ▶ Collaborated with clients, contractors, and government agencies to meet or exceed design, quality, timeline, and budget expectations
- ▶ Conducted and directed construction phase services like **field engineering, value engineering, shop drawing reviews, construction quality assurance, and inspection**
- ▶ **Project Management:** Front-led high net-worth projects, worth **750 crores** and implemented potential strategies toward cost optimization
- ▶ **Project Execution:** Extended technical support to all the civil work groups at the site and assured project execution in compliance with health, safety, and environmental standards
- ▶ **Contract Management:** Liaised with Engineers, Architects to determine the specifications of the project; negotiated and closed contracts by managing the litigation activities; Organizing and participating in project review and technical meetings for evaluating progress & de-bottlenecking
- ▶ Assisted in construction / civil plans for residential and commercial projects, utility design, street improvements, grading, earthworks, cut and fill, horizontal control

ACHIEVEMENTS

- ▶ Raised Arbitration against the **MBMC project for Rs. 1253 crores (SOC) settlements undergoing**
- ▶ Successfully managed to reduce the **Bank Guarantee of Rs. 19.55 Crores out of 24.76 Crores in Jan 2019**
- ▶ Closure of the **Nashik 70 MLD STP EPC project**
- ▶ Prepared claim of Rs. 38.5 Crores for Nashik 70 MLD EPC project, Yet to invoke
- ▶ Obtained 8 no. of completion **certificate from MBMC, 1 no. From NMC**
- ▶ Successfully prepared and settled the claim of Escalation of Rs. 24.5 Crores in Jan 2016
- ▶ Settlement of updated Escalation claim is in progress for **Rs. 25.75 Crores**
- ▶ Monitored prompt execution of high net-worth projects worth **750 crores** and implemented potential strategies toward cost optimization
- ▶ Developed and sustained long-term relationships with key stakeholders including Government Clients, JV partners, project consultants, Law firms, sub-contractors, senior & junior colleagues, and especially the laborers who actually execute the works
- ▶ Increased productivity by **40% utilizing "Lean" strategies**; eliminated non-value-added steps to standardize the process workflow which led to a corporate initiative

EDUCATION & CREDENTIALS

2018: Post-Graduation Diploma in MIT, Project Management, Pune

2016: Post-Graduation in Quantity Survey & Contract Management in NICMAR, Mumbai

2013: Bachelor of Engineering, Civil Engineering, Pune University

2010: Diploma in Civil Engineering, Dr. J.J. Magdum Polytechnic Jaysingpur, MSBTE

CORE COMPETENCIES

Project Management	Contract Management
Site Administration	Risk Management & Mitigation
Value Engineering	Offshore Operations
Technical Solutions	Cross-functional Coordination

SOFT SKILLS



TECHNICAL SKILLS

MS Office, SAP-MM-Module, SD-module, Internet Applications, Auto-cad, Darwinbox and Windows

PROFESSIONAL EXPERIENCE

Jan'14 – Till Now | Manager-Projects | SPML Infra Ltd. | Mumbai Regional Office

Responsibilities:

- ▶ Spearheading the various functions in **Pre & Post Award Contracts Administration, DRB, Arbitration, Legal and NCLT Cases**
- ▶ Execution, Planning & Billing Work, and Sub-Contractor strength; Acting as a Project Co-Coordinator for Maharashtra projects
- ▶ Estimating & defining appropriate construction delivery systems and the most cost-effective plan and schedule
- ▶ Managing administration of contracts for Clients & Subcontractors; working for Arbitration, Extra item claims
- ▶ Providing regular reports to the manager and maintaining contacts with the supporting departments at the head office
- ▶ Developing full-scale project plans and associated communication documents like Progress reports budget reports, requirements documentation, and presentations
- ▶ Managing interdependencies and coordination across projects to ensure that information relating to project deliverables, risks and issues are effectively communicated between stakeholders and that key performance indicators are monitored and evaluated
- ▶ Identifying and defining the major strategic issues for the organisation and integrate diverse stakeholder interests
- ▶ Defining business strategies and organisational policies to enable the strategic coordination of multiple major projects and initiatives to improve efficiency and effectiveness of projects
- ▶ Drafting & finalizing contractual letters of Client, PMC, and Subcontractors and preparing MoM, monitoring compliance status, EOT claims for delaying project Work
- ▶ Attending and presenting project monthly cost and status reports, Project Financial Reports (Project Revenue, Planned & Actual, Forecast, and Margin)
- ▶ Administering compliance with various audits conducted on-site; conducting performance guarantee test, commissioning, O&M, handing over and closure of the project
- ▶ Understanding & interpretation of the Commercial, Legal, Administrative, Financial and Technical aspects of capital-intensive industrial and infrastructure Projects during both Development and Execution (Construction as well as Operation)
- ▶ Assisting Estimation & tendering team in Pre-Award Contracts by reviewing Contract Conditions of Tenders
- ▶ Planning-Monitoring of various civil, Supply & Erection of E&M, Commissioning work
- ▶ Preparing BOQ, Formation of LOI, of Work Order & Contract Documents in manual mode as well as in SAP for all vendors & also their Amendment as per planning of work
- ▶ Designing Vacuum System for an alternate method of Underground Sewerage Network (Conventional System)
- ▶ **Sub-contractor's Team:**
 - Execution of the Underground sewerage pipeline network - 15+ sub-contractor
 - Execution of the STP/SPS work – 6+ sub-contractor
 - Labour supplier - 6 sub-contractor (total strength 300+)
 - Operation & Maintenance of STP work – 6 sub-contractor
 - Erection, Testing, Commissioning & Refurbishment of Electromechanical works - 4 sub-contractor
 - DG sets & pumps hiring - 2 vendors
- ▶ **Present Indian Law Firms & Arbitrators Associated With:**
 - Khaitan & Company, Kolkata
 - Ritin Roy & Associates, Senior Counsel, High Court, New Delhi
 - S. KAKRANIA & Co. Kolkata
 - Pradeep Gupta & Associates, Mumbai
 - S. Jalan Advocates & Company, Kolkata
 - Kaushik Saha Advocates, Kolkata

PREVIOUS EXPERIENCE

Jun'13 – Dec'13 | Graduate Trainee Engineer | Rohan Builders India Private Limited | Indore

Jul'12 – Mar'13 | Junior Trainee Engineer | Imran Banadar And Associates | Pune

PROJECTS

- ▶ Design, Build and Operate contract (Including operation and Maintenance) Under Local Competitive Bidding for Underground Sewerage Scheme for Mira Bhayander Municipal Corporation
| UGD = 123 Km | 115 MLD capacity |SPS = 10 Nos. | STP = 10 Nos. |
- ▶ Jihe Kathapur Lift Irrigation Scheme, Satara
- ▶ Design, Construction, Supply, Erection, Testing, Commissioning, Start-up & performance run followed by 60 months O&M of 70 MLD STP & SPS at Agartakali, Nashik under JNNURM



PERSONAL DETAILS

Date of Birth: 29th June 1990

Languages Known: English, Hindi, and Marathi

Address: Flat no. 503, Kundan Paradise, Bhau Patil Road, Near Chhaged Petrol pump, Bopodi, Pune 411 020, Maharashtra, India