



Dear Sir / Madam,

I am writing to express my interest in your organization with your esteemed good self. My resume is enclosed for your kind consideration and perusal.

I am confident that my strong initiative and commitment to excellence will be of value to your organization and its vision.

I would highly appreciate your consideration and revert for a suitable opportunity. I would look forward to a personal meeting to discuss further as per your convenience.

Thank you in anticipation for a positive consideration and response.

Sincerely,

Pranab Kumar Biswas
Cell No. +91 8900624557
+91 8755070256

Curriculum Vitae

Pranab Kumar Biswas

Designation: Quantity Survey
GEC - Oriental Consultants Global Ltd. (OC Global)
Ahmedabad Metro Project UG Gujarat (India)

E-mail- pranab.b79@gmail.com

Mobile :+91 8900624557
:+ 91 8755070256

Career Objective: With an intrinsic readiness for hard work and firm commitment, I am looking for a Career in an Esteemed Organization. I am confident that the Company's professional attitude can offer the suitable platform for overall career enhancement, skill development and valued contribution to the business World.

Key Skill:

- Metro Project (Underground & Elevated)
- Hydroelectric Power Project
- Atomic Power Project

Job Experience:

1. Checking and Verification of monthly bills of all Civil, Systems, DDCs Underground & supply contracts, Scrutinizing and processing of variation order, value engineering proposals, extra item proposals, contractors' extra claims, price escalation claims etc. Preparation of monthly financial progress report and periodic project status report. Maintaining all bills progress status on daily basis.
1. Client Billing Client liaison
2. Sub-Contractor & PRW billing and
3. Planning model in (SAP & ERP- Build Smart CANDY
4. Auto CAD



Oriental Consultants Global Ltd. (OC Global)

08-01-2018 to present

Project: Ahmedabad Metro Project UG
Project Value: UG-1- 774.97 Cr UG-2-901 Cr
Client: Gujarat Metro Rail Corporation Ltd

Job Responsibilities:

- Scrutinizing, certifying and processing of payment invoices, mobilization/material advance, interim payment certificates, price variation bills, ensuring compliance to the contractual provisions and statutory requirements like GST etc.
- Detailed scrutiny of measurement sheets, bills and supporting documents for technical check, arithmetic check & examine payments claimed for items with respect to approved rates, payment conditions, quantity provision in the BOQ.
- Checking/Withholding quantities which has been increased above the BOQ limit, and releasing of access quantities after getting approval from the competent authority.
- Checking of Bank Guarantees (as per particular conditions/special conditions of contract) against advance payment to contractors.
- Checking & certification of Revised Memorandum of payment in IPC/Bills.
- After processed the bill by Client, checking and recommendation of claims of reimbursement of Service tax/GST bills of contractors
- Scrutinizing and processing of variation order, value engineering
- Proposals, extra item proposals, contractors' extra claims etc.
- Preparation of monthly financial progress report and periodic project status report.

- Preparation of monthly bill status of all contracts.
- Preparation of bill status of all contracts on daily basis.



Continental Engineering Corporation

Oct.2014 to 04 Jan 2018

Project: Jaipur Metro Rail Project (JMRC)
Project Value: 507.36 Cr.
Client: Jaipur Metro Rail Corporation (JMRC)
Engineer: Delhi Metro Rail Corporation (DMRC)

Job Responsibilities:

- **Client Billing**
- Client liaison (DMRC & JMRC)
- Preparing of client measurement book & including all supporting data collection
- Getting the measurement certified by Engineers- DMRC and client- JMRC
- Flow up with client (Engineer-DMRC & Client – JMRC) for earlier certified and relies of payment
- Preparation of escalation bills and submission to engineer for certification
- Entering certified bill in SAP
- Prepared RA Bill submitted vs certified



Patel Engineering Ltd

July.2013 to 11th Oct.2014

Project: Intergrated Kashang H.E Project, Himachal Pradesh
Project Value: 252 cr.
Capacities: (65X3=195 MW.) B.O.Q Project
Client: Himachal Pradesh Power Corporation Limited (HPPCL)

- River Diversion
- Trench Weir
- Conveyance Tunnel, De-Sanding Basins
- Underground Balancing Reservoir
- Intake

Job Responsibilities:

- Prepared Sub-Cont. & PRW Billing In ERP- Build Smart CANDY Daily Progress Reports
- Prepared Daily Progress Reports
- Correspondence to Head office
- Correspondence to Client
- Prepared of Measurement Book for PRW billing and Client Billing
- Prepared of All Auto CAD Drawing & X-Section for client billing
- Prepared of Claimed vs. certified Quantity and amount



Hindustan Construction Co. Ltd

May.2005 to Jun.2013

- 1) **Project:** Tehri Hydro develop Pump Storage Power Project at Uttarakhand (HCC ALSTOM Joint venture)
Duration: Nov.2011 to Jun.2013
Project Value: 700 cr.
Capacities: (250X4=1000 MW.)
Client: Tehri Hydro develop Corporation of India Limited (THDC)

Job Responsibilities:

(Sub-Con.& PRW Billing in SAP)

1. Updating the daily Progress of the work done
2. Preparation for correspondence to Head Office Monitoring Cell for site Planning and Monitoring
3. Preparation for correspondence to THDC (Client Office –Project Monitoring Cell)
4. Preparation of Physical programme monitoring
5. Working on SAP For planning model. Updating the Daily Progress
6. Preparation for Subcontractor & PRW billing In SAP System. 1).Service entry Sheet. 2) Work order 3) Create Purchase Requisition.4) Vendor Creation etc
7. Preparation of Monthly Flash report
8. Preparation of Time cycle & monitoring (Adits)

- 2) **Project:** Chutak Hydroelectric Power Project (Lot-1) at Kargil (J&K)
Duration: Jun.2007 to Oct.2011
Project Value: 410 Cr.
Client: National Hydro Power Corporation of India Limited (NHPC)

- Power House(11x4=44MW)
- Trash Rack Structure
- Pressure Shaft
- Access to pressure shaft top
- Surge Shaft
- Head Rack Tunnel
- Tail Rack Tunnel
- Switchyard
- Barrage
- Cofferdam

Job Responsibilities:

- 1 Updating the daily Progress of the work done
- 2 Preparing and Updating Presentations for the Client as and when Required.
- 3 Sending Daily progress report of the Site to Head Office.
- 4 Preparation of Monthly Program with day wise physical & financial targets
- 5 Preparation of Weekly shortfall report w.r.to monthly programme
- 6 Preparation of Time cycle & monitoring (Head Rack tunnel)
- 7 Preparation of Monthly Flash report
- 8 Preparation of Monthly Pictorial progress reports
- 9 Helping for Quantity Survey Department in preparation of Monthly Bill. in AutoCAD.
- 10 Preparation of Season Corporate presentation
- 11 Draw detail auto cad drawings x-section of cable tunnel & head rack tunnel and monitoring for design temporary structures. Deals with client for drawing discrepancies. Up to date and all drawing & design document.
- 12 Maintaining the Documents of Planning and Monitoring

- 3) **Project:** Rajasthan Atomic Power Project-5&6, Kota, Rajasthan.
Duration: May..2005 to Jun.2007
Project Value: 350.00 Cr.

Client: Nuclear Power Corporation of India Limited (NPCIL)

- 02 No Reactor Building of 220 MW each.
- Control Building, Turbine Building, Service Building, Spent Fuel Transfer Duct, S.F.S.B., I.D.C.T. etc.
- Tunnel, Trenches and Roads.

Job Responsibilities:

Preparation of Daily progress report, Draw detail auto cad drawings for temporary structures. Also draw elaborate drawings as per designer requirement. Deals with client for drawing discrepancies. Planning, scheduling of resources monitoring of progress and reconciliation of Ep's.(**Embedded Part**)

Special Achievement: Member of a team for Construction of **IC Dome of REACTOR BUILDING-6** in a **record time of 23 days** in the history of **NUCLEAR POWER CORPORATION OF INDIA LTD.**

Responsible for monitoring erection of staging members i.e. Plate girder, Central Tower and draw detail drawing as per site client decision 32 trusses with Purlins and temporary structures for formwork and Pour sequence with pour chart for concreting.

Education: Diploma in Civil Engineering

Computer Exposure:

Auto CAD 2000, 2002&2005 MS-Project, MS-Office, Adob Photoshop-7.0, Adob Illustrator, CorelDraw SAP & ERP

Extra Qualification

1. SAP - PS Model
2. ERP- Build Smart CANDY

Language Known:

Language	Writing	Reading	Speaking
English	Yes	Yes	Yes
Hindi	Yes	Yes	Yes
Bengali	Yes	Yes	Yes

Hobbies: Reading Non fictional Books, Organizing functions, Chatting, Playing cricket and singing

Personal Profile:

Name : Pranab Kumar Biswas
Date of Birth : 20-01-1979
Father's Name : Mr. Smarajit Biswas
Sex : Male
Marital Status : Married
Nationality : Indian
Passport No : **R 2846501**

Declaration: I do hereby solemnly declare that all the statements made above are true and correct to the best of my knowledge and belief.

Place: Ahmedabad Project UG-1
Gujarat (India)

Date: 10-01-2022

Pranab Kumar Biswas