

Position and Title No.	EXECUTIVE ENGINEER
Name of Expert	DEBAMITA PAUL
Date of Birth	28.10.1983
Country of Citizenship/Residence	India

Education: B.Tech (Electrical Engineering), NIT AGARTALA, M.B.A. FINANCE
(PUNJAB TECHNICAL UNIVERSITY)

Employment record relevant to the assignment:

Period	Employing Organization	Country	Summary of activities relevant to the assignment
2015- Present	PFC Consulting Ltd.(Contractual)	India	<p>➤ Role as Executive Engineer (Design In-charge alongwith Administrative Head)</p> <p>➤ <u>Implementation of DDUGJY & IPDS Scheme in Area of WEST Bengal</u></p> <ul style="list-style-type: none"> • Assist Utility to Prepare the Final Estimate as well as final BOQ. • Preparation of Standard Bidding Documents. • Attend the Pre-bid Meeting. • Assist utility to upload the tender. • Evaluating Bid. • Monitoring & Coordination of Bid Process. • Assist utility to finalise the Turnkey Contractor. • Assist utility to place the Purchase order to Turnkey Contractor. • Assist Utilities in preparing Project Planning & Implementation. • Coordination and Monitoring of Project implementation activities. • Assist Utilities & Turnkey Conductors in preparing Pert Chart. • Coordinating with our sub-Consultant for timely submission of reports • Collection and Checking of Monthly & quarterly progress report from Site to review the work status. • Planning for Manpower requirement. • Identification of Anticipated Bottle necks and preparation of remedial action plan in consultation with Utilities & Turnkey Contractor. • Conducting pre dispatch Instructions along with Customer

			<ul style="list-style-type: none"> • MIS & Web updating from time to time as and when required. • Preparation of Invoices for DDUGJY & IPDS. • Regular follow up with utility for payment . • Assist utility and Turnkey Contractor to prepare the final BOQ. • Assist utility to check the • Complete Monitoring and verification of the total scope of work like DTR installation, Drawal of 33 KV 11 KV Tr Line with Conductor, Drawal of Tr. Line with LT AB Cable, New 33/11 KV Sub-Station and Installation of 1 Ph & 3 Ph Energy Meter. • Co-Ordination with Customer & site staff on Regular basis to monitor the activities • Attends at the Project Review meetings, making sure that the Project requirements have been duly complied with the requirements. • Co-ordination with Nodal Agency and any other works as may be required to achieve the objectives of the Scheme. • To liaise between the Utility, Turnkey Contractor and PFC Team. • Assist utility in preparing project closure & other related activities. • Supervision & maintain the stock register in Kolkata office . • Maintain the HR and Admin work with the guidance of Advisor, PFCCCL Kolkata <p>➤ <u>Implementation of GIS & UG Cable Scheme in Area of WEST Bengal</u></p> <ul style="list-style-type: none"> • Assist Utility to Prepare the Final Estimate. • Preparation of Standard Bidding Documents. • Attend the Pre-bid Meeting. • Assist utility to upload the tender. • Monitoring & Coordination of Bid Process. • Preparation of Bid. • Assist utilities to place the purchase order to Turnkey Contractor and PMA. • Assist utilities to place the purchase order to PMA.
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2011-15	Jakson Ltd	India	<p>➤ Responsibilities as a Senior Team Member (Deputy Manager) - Design In- Charge alongwith Marketing Executive</p> <ul style="list-style-type: none"> • Preparation of cost estimates wrt to existing network. • Preparation of BOQ • Attend the Pre-Bid Discussion. • Monitoring & Coordination of Bid Process. • Preparation of Bid. • Assist the team to finalise a sub-contractor. • Liaisoning with Customer for obtaining approvals for Material Procurement & any other Approvals required at site wrt to Technical Specifications • Placing indents & issue of Purchase Order on suppliers basing on the quotations . • Preparation of MIS Reports • Preparation of Pert Charts in consultation with Executing Team. • Plan for Execution and monitor the work progress based on the Execution Plan.

			<ul style="list-style-type: none"> • Expediting for inputs (in terms of Money, Material & Manpower) so that progress may not suffer. • Conducting review meeting with Sub-Agencies and Execution Team of Jakson Ltd. • Obtaining necessary approvals for any technical deviations/GTP/Drawings in coordination with corporate office.. • Vendor drawing evaluation & Material Reconciliation • Responsible for Placing Indents for Procuring Raw materials, Plan for revenue ensuring that the materials supply to be delivered in time. • Coordinating with our sub-Consultant for timely submission of reports • Planning for Manpower requirement. • Attends at the Project Review meetings, making sure that the Project requirements have been duly complied with the requirements • Co-ordination with Inspection team to track the status of Materials and its design wrt to approved drawings/GTP and completing the pre dispatch inspections . • Organize/coordinate weekly progress review meetings with project team members • To highlight any deviation from the original design to the head of construction. • To review contractor's work plan and ensure project targets are met. • Co-Ordination with Customer & site staff on Regular basis to monitor the activities • Manage high priority tasks, enhancements and/or bugs related to assigned projects. • Build and maintain working relationships with team members, vendors, and other departments involved in the projects • Assist customer to prepare the final BOQ. • Assist customer in preparing project closure & other related activities.
2008-2011	EVEREST INFRA	India	<p>➤ Responsibilities as a Project Engineer</p> <p>➤ Project Marketing</p>

	ENERGY Ltd.		<ul style="list-style-type: none"> ➤ <u>Implementation of RGGVY Scheme in Purulia District of WEST Bengal</u> ➤ <u>Implementation of REDB Scheme in Birbhum District of WEST Bengal</u> ➤ <u>Implementation of RHhE and R-APDRP Scheme in East Midnapur District of WEST Bengal</u> ➤ <u>Implementation of RE Work in Sonitpur District of Assam.</u> ➤ <u>Implementation of 33 KV Tr. Line under TSECL in Tripura</u> ➤ <u>Implementation of 33/11 KV Sub-Station under TSECL in Tripura</u> ➤ <u>Implementation of Solar Projects under TSECL in Tripura</u> ➤ <u>Implementation of 132 KV Tr. Line under SAIL</u> ➤ <u>Implementation of 220/132 KV Sub-Station in Burnpur under DVC.</u> <ul style="list-style-type: none"> • Preparation of cost estimates wrt to existing network. • Preparation of BOQ • Attend the pre-bid discussion. • Monitoring & Coordination of Bid Process. • Preparation of Bid. • Liaisoning with Customer for obtaining approvals for Material Procurement & any other Approvals required at site wrt to Technical Specifications • Placing indents & issue of Purchase Order on suppliers basing on the quotations . • Preparation of MIS Reports • Preparation of Pert Charts in consultation with Executing Team and Customer. • Plan for Execution and monitor the work progress based the Execution Plan. • Expediting for inputs (in terms of Money, Material & Manpower) so that progress may not suffer. • Submission of drawing , GTP • Responsible for Placing Indents for Procuring Raw materials, Plan for revenue ensuring that the materials supply to be delivered in time. • Coordinating with our Site Engineers for timely submission of reports
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			<ul style="list-style-type: none"> • Planning for Manpower requirement. • Attends at the Project Review meetings, making sure that the Project requirements have been duly complied with the requirements • Co-ordination with Inspection team to track the status of Materials and its design wrt to approved drawings/GTP and completing the pre dispatch inspections . • Organize/coordinate weekly progress review meetings with project team members • To highlight any deviation from the original design to the head of construction. • To review contractor's work plan and ensure project targets are met. • Manage high priority tasks, enhancements and/or bugs related to assigned projects. • Build and maintain working relationships with team members, vendors, and other departments involved in the projects • Assist customer to prepare the final BOQ. • Assist customer in preparing project closure & other related activities. • PREPARATION OF SOLAR PROJECT RELATED TENDER .
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Total Years of Experience: 14 years 4 Months (+)

Membership in Professional Associations and Publications: One Conference publications available.

Language skills: Bengali, English, Hindi

Expert's contact information: (e-mail debamitap3@gmail.com, phone 8420062976)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by DISCOM.

Debamita Paul
04/02/23

