



## **Virtuoso** Consultants

Project Management Services

01st March 2010

### **Subject: - Introduction letter**

Dear Sir/ Madam,

After valuable experience in the Industry, working with various organizations of repute and successfully executing their prestigious industrial and commercial building projects, we introduce us as "**Virtuoso** Consultants" for professional Project Management Services.

I, Sandeep Jain, have last worked with Siemens Limited (Siemens Real Estate), Mumbai as Chief Manager Projects for Development & Construction of all in-house industrial with Pre-engineered and conventional building solutions and commercial building projects.

We have earned reputation and working relations with the reputed consultants like Mott MacDonald, TUV, Louis Berger, SEMAC, Jayam, Gherzi, Bhagwati designs, Opus etc.

I and Mr. V.K. Gupta (Retired Dy. Director CBRI, Roorkee) with other highly experienced partners in the field of design & engineering and Project & construction management are keen to extend our services with best of our capabilities in the areas, namely -

- Project Feasibility study & Master planning
- Project Risk and opportunity analysis
- Project Planning and Scheduling
- Project Estimation and Costing
- Land selection and acquisition
- Technology transfer and Relocation
- Basic Design & Engineering and generation of Design Basis Reports for detailing
- Proof Checking of Structural design and value engineering
- Contract management, expediting, inspection, change & Claim management
- Project Monitoring, Control and reporting – S-Curve and Earned Value Analysis
- Construction management, QA/QC, Quantity surveying and safety management
- Erection of Pre-engineered or conventional building solutions.
- Statutory & Mandatory Approvals

In addition to above, we can also provide hand-on training to the keen project professionals on the practical & situational aspects of Project/Construction Management in the following areas –

- Effective use of the Project Management Tools – MS Projects and Earn Value Analysis
- Effective Resource deployment and Management

We will welcome the opportunity for discussing our credentials with your esteemed organization in order to explore the possibility for a mutually beneficial business association.

Thanks and best regards,

**Sandeep Jain**  
BE Mechanical (Honours)  
Principal Project Management Consultant

**V.K. Gupta**  
BE (Civil), ME Structural Hons), IIT Roorkee  
Associate Civil & Structural Consultant