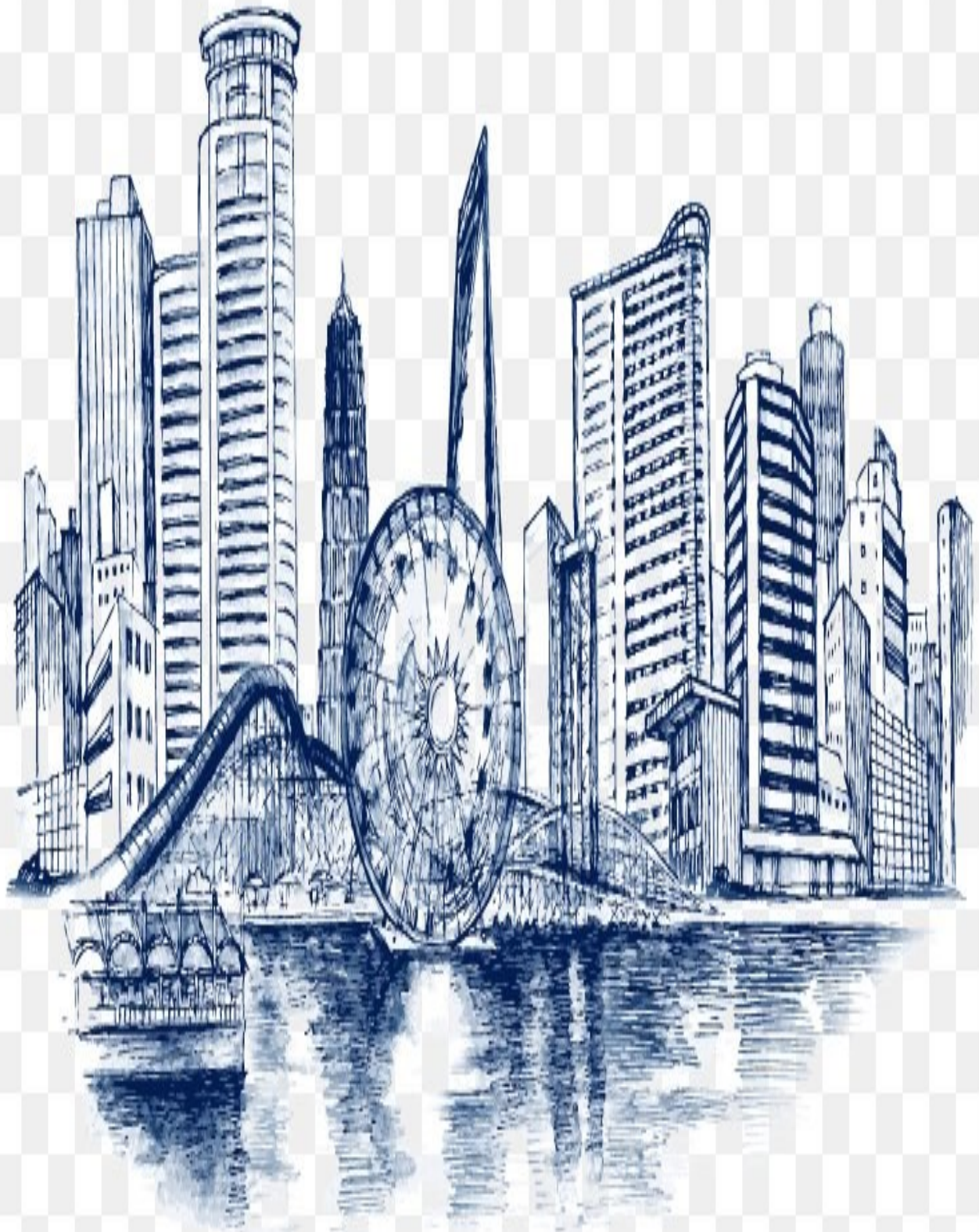




# GEOMEP

ENGINEERING & CONSULTANCY



GEOMEPE Engineering & Consultancy Ltd. is a company based in London, UK and was established in 2019. GEOMEPE Engineering & Consultancy provides services in geomatic engineering, mechanical engineering, commercial management and Project management in the construction industry. Our team consists of geomatic engineer Hülya Aslan and mechanical engineer Kemalettin Mustafa Aslan.

The GEOMEPE Engineering & Consultancy Ltd. aims to provide high-quality engineering and consultancy services to customers with guaranteed satisfaction. Emphasizing a long-term approach innovation, ethics and a strong human touch, GEOMEPE delivers a flexible and value-adding portfolio to help you achieve your strategic goals.

### **Hülya ASLAN**

Hülya graduated with a bachelor's degree in geomatic engineering from Yıldız Technical University in 2000. She has worked as a geomatic engineer at several engineering companies. Hülya has been working as self-employed since 2019. She is the founder and one of the engineers at GEOMEPE Engineering & Consultancy Ltd.

### **Kemalettin Mustafa ASLAN**

Mustafa graduated with a bachelor's degree in mechanical engineering from Yıldız Technical University in 2000. He started his mechanical engineering career in the construction industry in 2000. As a Chartered Quantity Surveyor and MEP Project Manager, Mustafa has commercial, contract and project management experience in the design and construction of the airport projects, hospital projects, hotel projects, high-rise projects and industrial projects.

Mustafa has supported the establishment of GEOMEPE Engineering & Consultancy Ltd. and is one of the engineers at GEOMEPE Engineering & Consultancy Ltd.

### **Mission**

GeoMep Engineering & Consultancy Ltd aims to deliver projects of the highest quality, according to specification, within budget and on time and achieve international recognition for the excellence of the business.

### **Vision**

GeoMep Engineering & Consultancy Ltd aims to maintain consistently high standards as contractors and consultants while at the same time continue to develop and adapt in the cycle with new technologies. The company aims to positively contribute to the green environment, to add value to the world and the society and to grow and adapt to encompass new developments.

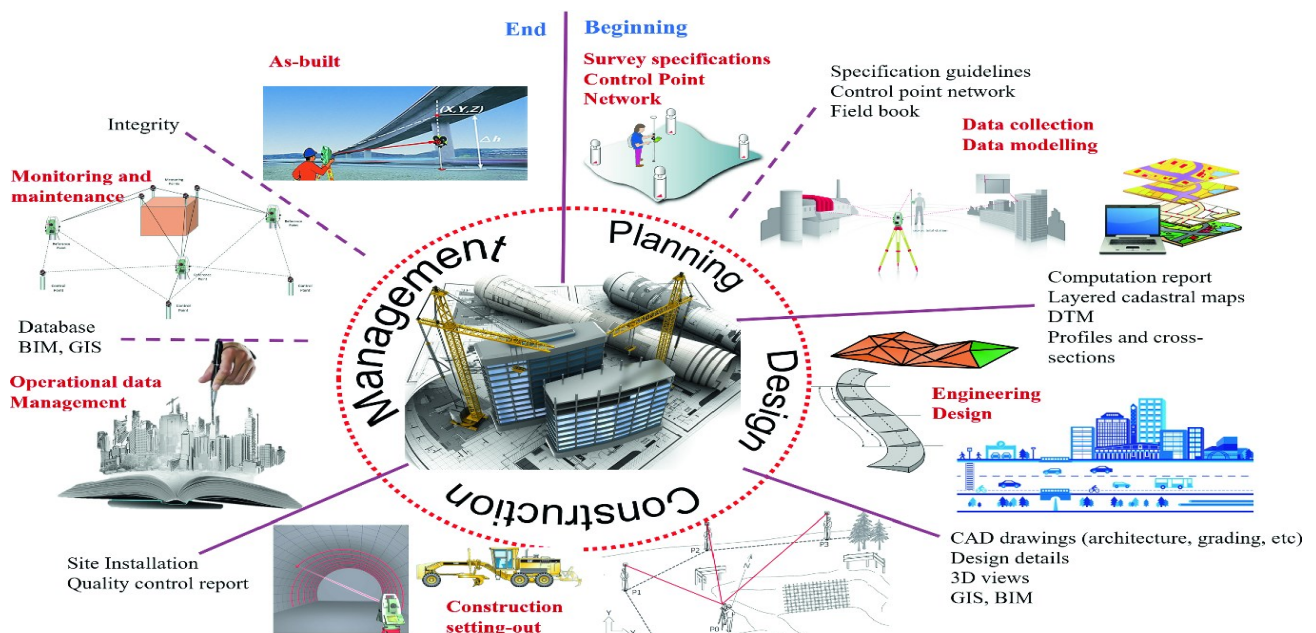


The main principle of GEOMEPE Engineering & Consultancy Ltd is to be concentrated for its clients ending up with an ongoing and observable increase in efficiency at business level. Every contracting and consultation present unique demands. GEOMEPE Engineering & Consultancy Ltd aims to work as a partner to anticipate and meet the challenges the client may face.

## Our Services

### Survey/Geomatics Engineering Consultancy Services

- ◆ Taking the application map from the study area
- ◆ Marking the coordinates in the application map on the field
- ◆ Determination and construction of foundation and other excavation amounts (retaining wall, car park, infrastructure, landscape) according to the building static project
- ◆ Performing the cubage calculations (Excavation / fill volume calculation)
- ◆ Determination of column points in the field
- ◆ Checking whether the discarded concrete is thrown at the right level
- ◆ Determination and control of desired dimensions before and after manufacturing in detailed works
- ◆ Monitoring, measurement and control of infrastructure works
- ◆ Monitoring, measurement and control of landscape works
- ◆ Final measurement controls at the end of work, filing of all measurements and delivery in digital environment
- ◆ Non-digital (digital / computer environment) plans, maps, etc. digitizing on paper
- ◆ Measuring and mapping a small area of demand. For example, measuring the details of what is inside the trees of the garden of the buildings such as factories, houses and workplaces; a ready-made preparation.



## **Mechanical & Electrical Engineering Consultancy Services**

### **Commercial Management**

- ◆ Accounting.
- ◆ Assessment of financial viability.
- ◆ Budget planning, monitoring, and forecasting.
- ◆ Estimating, tendering and procurement.
- ◆ Cash flow forecasting.
- ◆ Contract administration, valuation, variations, disputes, claims and negotiation.
- ◆ Risk management and value management.
- ◆ Supply chain management.
- ◆ Business development and planning.

### **Tender & Bid Management**

- ◆ Preparing quantity take-offs (BoQs) from the drawings and Project specifications.
- ◆ Gathering supplier & sub-contractor offers according to project specifications, client requirements, project specifications and BoQ.
- ◆ Evaluating & selecting those offers according to Project requirements.
- ◆ Man-hours analysis of the activities according to prepared BoQ and Project specifications.
- ◆ Preparing tender offers/bids according to prepared BoQ, supplier offers, Man Hour analysis, project specifications, client Requirements and other Project documentations.
- ◆ Presenting and advocating prepared offers.
- ◆ Attending technical & commercial meetings related to prepared offers. (If necessary)
- ◆ Following up and finalizing the offers.

### **Procurement Management**

- ◆ Preparing Procurement Plan
- ◆ Gathering supplier & sub-contractor offers according to Project requirements
- ◆ Setting up suppliers & sub-contractors selection criteria and selecting the suppliers & subcontractors according to selection criteria. (which may include such measures as delivery service quality, cost, technical & commercial capacity, time and so on.)
- ◆ Negotiating and contracting with the supplier & sub-contractor. Communicate with the suppliers on delivery dates and payment conditions in order to ensure "on-time" delivery of the ordered items within the stated project budget.
- ◆ Ensuring each conditions are recorded and detailed delivery plan is prepared with the supplier.
- ◆ Regularly controlling the delivery and payment processes. Through arranging regular meetings with the vendors, tracking delivery progress, reviewing the ordered items against the approved product specifications, and making necessary changes to the procurement contract, the department can control the process and ensure successful accomplishment.
- ◆ using a system of performance indicators and measures for assessing the effectiveness and success of the entire process.
- ◆ Be in communication with the project management team and other stakeholders throughout the entire process to get maximum efficiency for the project.

### Contract Management

- ◆ Assessing the needs of the business or Project in the market.
- ◆ Risk assessment.
- ◆ Determining procurement methods and tender assessment criteria.
- ◆ Preparing a contract management strategy.
- ◆ Preparing budgets and cost estimates.
- ◆ Selecting the form of contract.
- ◆ Preparing tender documents according to selecting form of contract.
- ◆ Seeking & evaluating tenders.
- ◆ Negotiating contract conditions.
- ◆ Contract monitor & controlling.
- ◆ Contract administration.
- ◆ Managing variations and claims (if necessary) to the works.
- ◆ Supplying information to resolve disputes.
- ◆ Preparing information for the completion of contracts.

### Project Management

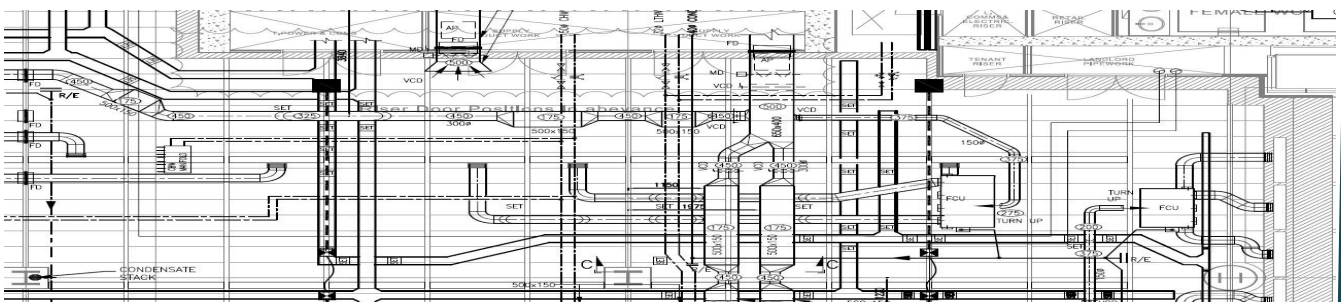
- ◆ Help the client develop their preliminary business case and initial strategic brief.
- ◆ Advise on the selection and appointment of the consultant team (and perhaps to manage the appointment process).
- ◆ Help the client to organise themselves and identify the roles and responsibilities of client representatives, champions and user panels.
- ◆ Issue information and instructions on behalf of the client.
- ◆ Develop a project execution plan, including selection of procurement route and contracts.
- ◆ Contribute to risk management exercises.
- ◆ Contribute to value management exercises.
- ◆ Contribute to design reviews.
- ◆ Advise on the selection of contractors.
- ◆ Review and Validate payments.

### Change Management

- ◆ Advise on disputes.
- ◆ Monitor and assess overall client programmes and cost plans (which may include items beyond the scope of the main contract or consultant's appointments).
- ◆ Advise on the transition from construction to occupation.
- ◆ Reporting.

### Value Engineering

- ◆ Identifying the main elements of a product, service or project.
- ◆ Analysing the Functions of those elements.
- ◆ Developing alternative solutions for delivering those functions.
- ◆ Assessing the alternative solutions.





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