



**Contracting & Services WLL**

**Civil Contractor**

**Manpower Consultancy**

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## Management

*To be a prime, world class, and prestigious Civil Contracting and Manpower Company, whose clients are satisfied with the value we provide; with whom partners are pleased to be associated, and with whom employees are proud to belong.*

*We add value to the lives of people, we share in the development of the countries where we work, a dream come true. We don't only look for opportunities; we create them. We draw the best from our people; we challenge them to realize their potential - what they have, what they can do, and what they can be - as individuals and as team members. We are a Civil Contracting and Manpower company; we respect those we work for, those we work with, and those who work for us.*

*Our Mission Statement is to provide excellent, world-class services, which Delivers fully accomplished commitments to the satisfaction of our Clients, Ensure mutually beneficial ventures for our Owners, Partners and Suppliers, Foster rewarding efforts and career advancement to our Employees, Upholds people's safety, health and the environment; and Sustains challenging opportunities for growth within a framework of corporate stability and growth.*

*We set high standards in our performance. We strive our best for the best, every time, everywhere. For us, nothing is unattainable when people work together in singleness of purpose. We see each other as team members, with abilities to share for the success of every project. Our expertise is seasoned by our ability to adapt to new technologies, as well as to re-invent our work systems to meet new challenges. The stability of our future largely depends on our ability to plan and focus on specific goals, and to communicate those goals from management down to each employee.*



## OBJECTIVES & CHARACTERISTICS

We don't only look for opportunities; we create them..... before, during and after the works.

- When we do our job, not only landscapes are changed, but lives are transformed, as well.
- We draw the best from our people; we challenge them to realize their potentials –what they have, what they can do, and what they can be – as individuals and as team members.
- We give birth to new leadership; when we set our objectives, strategies are developed, initiatives are taken, and characters are built.
- We are a contractor; we respect those we work for, those we work with, and those who work for us, because everything we strive for are first and foremost built on relationship and trust.
- We are a contractor; we understand that the strength of a building is measured by its foundation, that's why we took the wisdom of building our organization on the solidness and firmness of integrity.

## MISSION STATEMENT

*To provide excellent, world-class services, which  
Deliver fully accomplished commitments to the satisfaction of our Clients  
Ensure mutually beneficial ventures for our Owners, Partners and Suppliers;  
Foster rewarding efforts and career advancement for our Employees'  
Upholds people's safety, health and the environment  
Sustains challenging opportunities for growth within a framework of corporate stability and growth*

## VALUES

### INTEGRITY

Ethics is the forefront of our dealings. We value each job, each relationship as a trust.

### EXCELLENCE

We set high standards in our performance. We strive our best for the best..... every time, everywhere.

### TEAMWORK

For us, nothing is unattainable when people work together in singleness of purpose. We see each other as team members, with abilities to share for the success of every project.

### CONTINUOUS IMPROVEMENT

Our expertise is seasoned by our ability to adapt to new technologies, as well as to reinvent our work systems to meet new challenges.

### VISION

The stability of our future largely depends on our ability to plan and focus on specific goals, and to communicate those goals from management down to each employee.



## OUR SERVICES

### LOCAL MAN-POWER RESOURCES

We are **Abigail Contracting & Services WLL** in Qatar who provide the best Local Manpower Resource services for Skilled & Semi-Skilled professionals. Currently we have proficient workers in our team with a wide range of experience and skills lead by qualified professionals.

All our Professionals are well qualified in their crafts and will do the best in their respective field of work. We are supplying the following professionals to provide quality of work at all times.

ENGINEERS	INSTRUMENT TECHNICIANS	SCAFFOLDERS
QUANTITY SURVEYOR	FABRICATORS	PAINTERS
QA/QC ENGINEER/INSPECTOR	WELDERS	STOREKEEPER
SAFETY ENGINEERS/OFFICERS	STEEL FIXERS	DOCUMENT CONTROLLER
SURVEYORS	CARPENTERS	SECRETARY
SUPERVISOR, CIVIL & MEP	MASONS	ADMINISTRATIVE ASSISTANTS
FOREMAN, CIVIL & MEP	TILE FIXERS	TELEPHONE OPERATORS
CHARGE-HAND, CIVIL & MEP	INSULATORS	RECEPTIONISTS
CAD TECHNICIANS	DUCTMAN	CLERKS
ELV TECHNICIANS	MECHANICAL FITTERS	TEA BOYS
PIPE FITTERS	OPERATORS	OFFICE BOYS
ELECTRICIANS	RIGGERS	HELPERS

## CONTRACTING & SUB-CONTRACTING

At **Abigail Contracting & Services WLL**, We have an energetic and highly motivated team who enjoy completing projects to the highest of the industry standard. Currently we offer comprehensive construction services, in Qatar nationwide. We specialize in General Construction for Civil & MEP works such as Structural, Plumbing, Electrical, Mechanical, Ceramic etc. as well as Plant Hire.

### THESE SERVICES INCLUDE

Brickwork/Blockwork  
Plastering  
Painting  
Partitioning  
Tiling/Ceramic  
Carpentry  
Roadwork's  
Kerbs  
Interlocks  
Concrete  
Gypsum works  
Car Shades  
Kitchen cabinet  
Stained Glass Skylight  
Utility & Stationery Supply  
Wood Polishing

Mechanical, Electrical & Plumbing Installations, and Maintenance  
Fire Protection & Fire Proofing  
ELV  
CCTV Camera Fixing & Commissioning  
Networking  
Building Automatic System  
Electrical & Mechanical Door Lock Fixing  
Building Aluminum Frames and Glass Fixing  
Upgrading Works  
Steel Fabrication works  
Bathroom shower  
Concrete Coring  
Office Partition  
Structural Work  
Wall Paper Installation



These entail Metro Stations, Shopping Centers, Malls, Office & Residential Buildings, Hotels, Schools, Clinics, Townhouses/Villas, Property Development, Bridges, Roadworks & Maintenance, Drainage's etc.



## HR OUTSOURCING – RECRUITMENT SERVICES

**Abigail** HR solutions competency provide recruitment services in Qatar to drive the organization to get the Right personnel at the right time.

### HR MANAGEMENT CYCLE

We employ effective methods for searching, recruiting and screening candidates according to the client's specific needs and recruitments. The candidates must pass through screening process before referring them to any client to have final screening for acceptance. Feedback and constant communication with our client is one of the key in ensuring better talents.

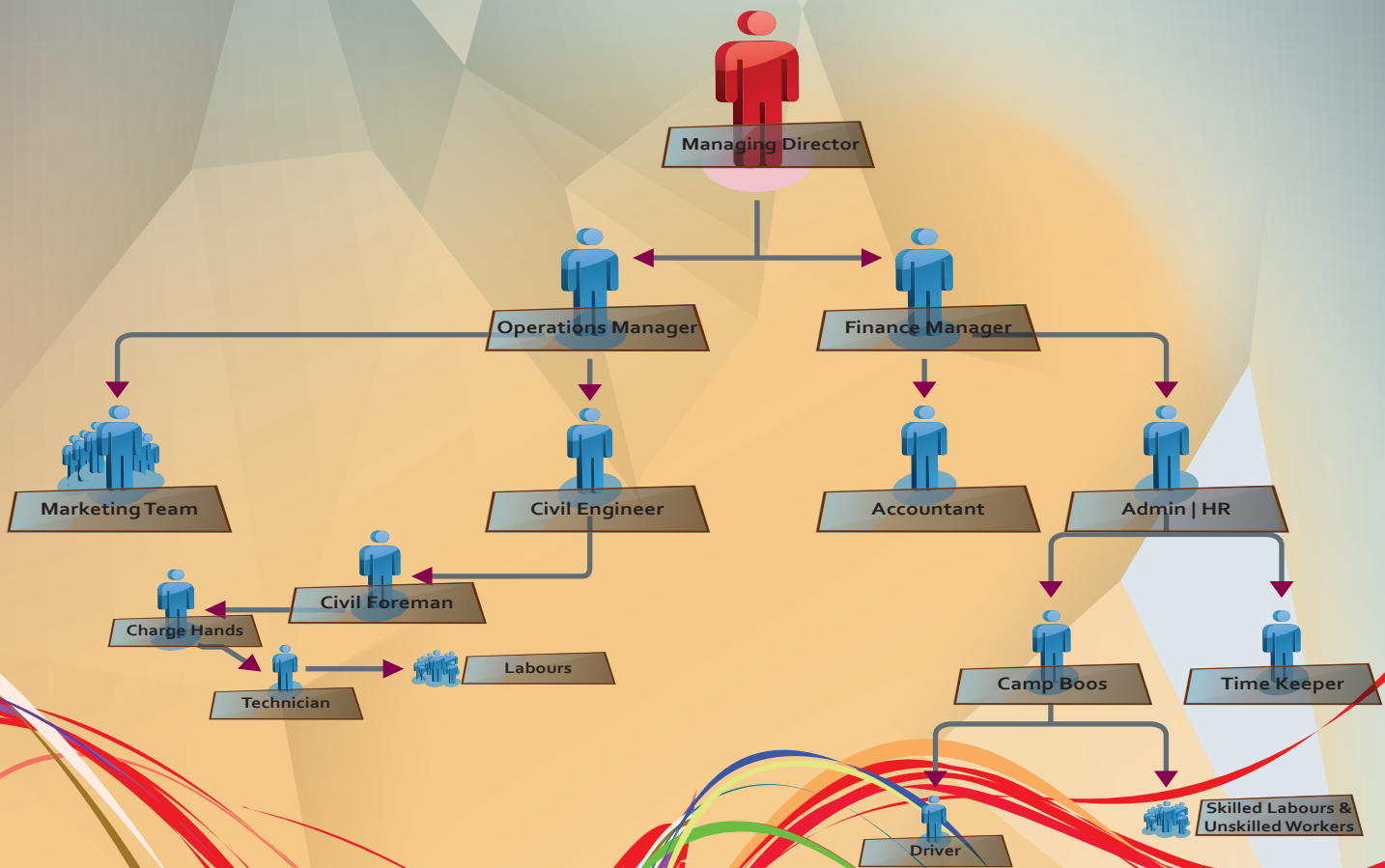
Identify and supply qualified. Experiences well trained, dedicated work force to value clients.

Match the right people with right jobs as efficiently and as smoothly as possible.

Maintain, continuously re-examine the quality of services that we provide to all our applicants and employers.

Continuously seek feedback seek so to pro- actively meet the stated needs of our applicants employers.





**CONTRACT MANAGEMENT**

- Operations
- Procurement
- Project Control
- Quality Management System
- Safety

**OPERATIONS**

Abigail Contracting & Services WLL comprises Project Management, Engineering, Procurement, Construction and Project Controls. The emphasis is based on flexibility and responsiveness to project Requirements rather than a rigid organization structure.

**Management**

The Operations team utilizes the "Matrix System" approach for management i.e. the Allocation of resources from functional departments and sections/disciplines to satisfy the Project needs. Individual members of the project team are selected from the various functional departments and sections (disciplines). They report to the Manager with regard to projects Execution; and report administratively to their respective Department's Managers. The Department's Managers have responsibility for the functional and technical integrity of the Work of their team member(s).



## Operations Manager

The Operations Manager directs the work from contract award through completion of the project.

He has single point management responsibility and full authority for all execution, cost and Schedule aspects. He is responsible for meeting Company standards of quality and conforming With the Client's standards and specifications. He is the principal representative for the project To the Client and has full management support in his authority to allocate project resources to meet project objectives. In some cases, the Survey Manager takes responsibility of more than one project depending on the size, complexity and locality of the projects.

## Site Coordinator

The Site coordinator is appointed by the Company to support the Operations Manager and his Responsibility is to supervise the works and report Manager on the day-to-day Activities.

## Construction

A Matrix type management organization provides resources to the field workforce from within the technical Department and other Sections (disciplines). The site survey coordinator Reports to the survey Manager on project related matters such as schedule, Material and technical problems and logistics. He receives assistance and instructions from The Head Office technical management on methods, techniques, labor, etc.

### Activities and responsibilities of the site survey team include



## PROCUREMENT

Procurement activities include, in general terms, all purchasing, inspection, expediting, traffic Activities, as well as site provision for stores and site purchases. The Procurement Control Coordinator works closely with the operation Manager/site Engineers on each project to monitor internal project goals and meet project milestones.

Those items of equipment and materials that are denoted by project management as critical to the schedule are identified early in the project and committed for purchase as soon as Possible.

### PROCUREMENT ORGANIZATION & CAPABILITIES

Successful project execution, Abigail Company has a vast local and International procurement network to encompass the entire range of Requirements and to cover sourcing, purchasing, expediting, inspection and Traffic activities.

The Procurement Management makes use of established procedures that govern sourcing, negotiation, approval, order and contract processing, expediting, transportation, legalized documents and custom clearance, insurance, inspection, testing, quality control, material coding, coordination, reporting, safety and security.

The Procurement Management uses standard operating procedures and a Custom developed computer system to control all stages of the procurement Activities from quotation requisition to site delivery. There is also a computer Link with Affiliate Company's thus allowing access to reliable world market Sources for quality equipment and materials. The major activities covered by the Procurement Management are as follows.

Contract Marketing

Foreign and local purchasing

Expediting, coordination and follow-up

Commercial activities

Material handling and storage

## PROJECT CONTROL

The Project Controls Department assists the Manager in achieving the technical and commercial objectives of the project by performing the following key functions

Planning & Scheduling

Budget / Cost Control

Contract Administration

A project comprise of a series of phases and activities. A method to harness the entire effort, throughout various stages of project is called planning.

Planning is to define the activities involved in the project, establish logical Sequence and inter-relationship between activities. Scheduling is to place the Project activities on a working time table.



## Importance of Planning

Planning is essential to perform a function with minimum wastage of time and Effort. Schedule is a phased plan used as guide to monitor performance and Control pace of activities to ensure completion of project at required time.

A CPM based schedule prepared at beginning of the project identifies activities Critical for achieving timely project completion. This helps in concentrating Efforts on issues critical to project completion from the beginning, and provide Opportunity to arrange for mobilization and demobilization of suitable manpower in a timely manner.

Periodic updating of CPM network based schedule provides impact of delayed Activities on project completion and on any milestone dates. Thus, provides Management with an important tool for taking timely and calculated decisions about suitable corrective measures.

Proper planning and scheduling serve as basis for evaluation of progress and Performance. It helps in effective utilization of resources.

## QUALITY MANAGEMENT SYSTEM

### INTRODUCTION

The Policy of **Abigail Contracting & Services WLL** is to deliver products and services to the client in conformance with contract requirements, on time, and free of defect. For this Purpose the Company has developed and maintains a Quality Management System covering surveying, procurement.

#### The Company requires that

- All personnel work in accordance with the Quality Management System, Project Quality Plans and Contract Documents.
- All contractual activities are planned, controlled and documented.
- Records are maintained to provide evidence of quality level achieved and to enable the Company to verify the quality of work supplied.

## QUALITY MANAGEMENT SYSTEM (QMS)

The Quality Management System covers recourses, engineering and procurement activities of the company and comprises of the following Documents:

Planning & Scheduling

Quality System Processes/ Procedures

Quality Plans

## Safety

A prime objective of Abigail management is to maintain excellence in safety and health standards throughout all company operations.

Professional management together with commitment by all employees to Achieving a high standard of safety will prevent job hazards from causing injuries, Distress and financial losses.

A vigorous and pro-active commitment to Total Accident and Loss Management (TALM) is essential to ensuring that our employees, clients, sub-contractors and The general public has the confidence in our ability to achieve this important Objective.

## ONGOING PROJECTS

### Project – NPP

Client – Parsons  
Contractor – Thales Communication & Securities

### Project – Q-Metro

Client - Q RAIL  
Contractor – Thales Gulf LLC

### Project – Doha Road Project

Client – Action  
Contractor – Cubs Contracting & Services WLL

## COMPLETED PROJECTS

### NPP CONTROL TOWER

Client - Parsons  
Contractor – Thales Communication & Securities

### ECONOMIC ZONE

Client - Manatec  
Contractor – SACYR-UCC

### CIVIL WORKS FOR NEW DEVELOPMENT

Client - OOREDOO  
Contractor – BIN OMRAN

### VODAFONE BROADBAND NETWORKS

Client - VODAFONE  
Contractor – BIN OMRAN

### DUKHAN HIGHWAY

Client - PARSONS  
Contractor – QD-SBG

### QATAR METRO

Client - Q RAIL  
Contractor – Thales Gulf LLC

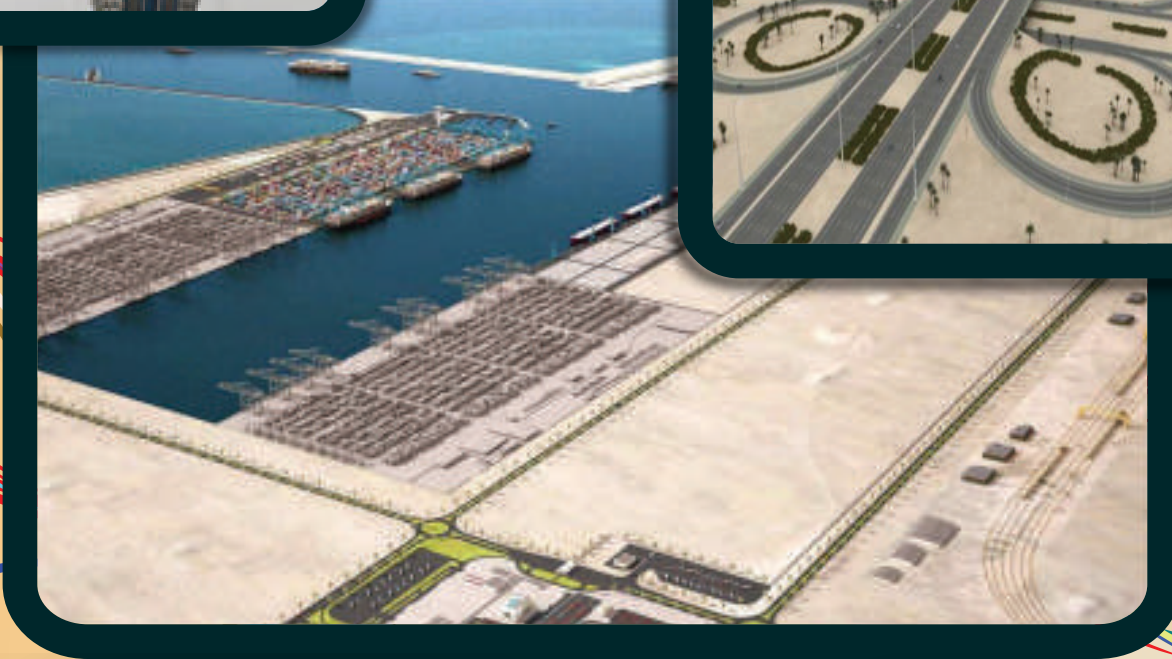
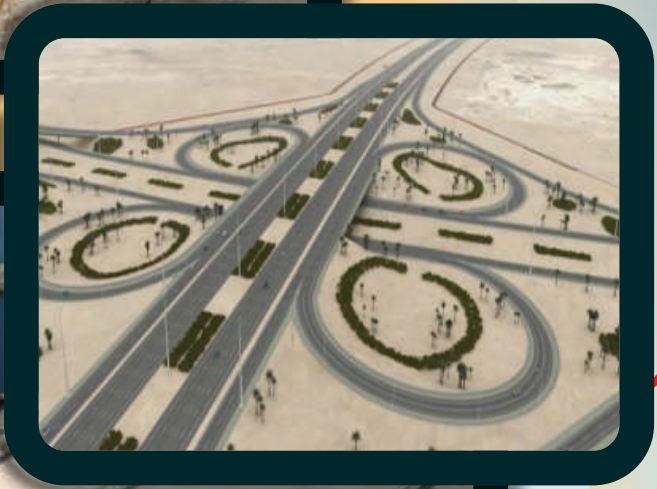
### INNER DOHA RE SEWERAGE IMPLEMENTATION STRATEGY

Client - Parsons  
Contractor – Soletanche Bachy

### PROJECT – HAMED HOSPITAL

Client - Parsons  
Contractor – Byrne Equipment Rental





**THALES**



**QD-SBG**  
Construction



UrbaCon Trading & Contracting  
أورباكون للتجارة والمقاولات



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