

COMPANY PROFILE

Advanced Housing & Facility Management Ltd.

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About US

Advanced Housing & Facility Management Ltd ” has started his journey since 2016 and presently working in all divisions of Real Estate Sector since long time. **Advanced** has a skilled technical team to monitor, supervise and implement its projects.

We are working on regular basis with some renowned developers, e.g., Concord Group, Shanta Holdings Ltd, Starpath Holdings Ltd, Manama Development Ltd, Mir Real Estate, BTI, Prime Bank Ltd, Grameen Bank, Sheltech Pvt. Ltd, Anwar Landmark, Amin Mohammad Group, PWD, Sena Kalyan Sangstha etc.

Presently there are 300+ staff working in the company. Among them 10% are female.

Advanced is working hard in this field to provide a Quality Service. **Advanced** believes that HARDWORK, PROMT RESPONSE & CONTINUOUS DEVELOPMENT will assure Quality Service to the clients always.

ADVANCED

Vission & Mission

VISSION



Our aim is to create a largest platform of Quality and Quick Service. To create a “One Stop Service” facility and achieve customer’s highest satisfaction.

MISSION



We are providing a complete solution of building management services. We believe Our Hard work, Prompt Response and Quality will meet our customer’s comfort and faith.

THANK YOU, AND WE LOOK FORWARD TO WORKING WITH YOU.

ADVANCED

Our Valued Clients



**Our business would not be successful without
the support of our valuable clients.**

Scope of Work

- **FACILITIES MANAGEMENT SERVICES**
- **HOUSEKEEPIN/ CLEANING SERVICES**
- **SECURITY SERVICES**
- **ENGINEERING RENOVATION & MAINTENANCE**
- **DESIGN CONSULTANCY & IMPLEMENTATION (INTERIOR DESIGN & BUILDING DESIGN)**
- **PROPOERTY BUY, SELL & RENT**

Facilities Management Services

Managing of the complex with a skilled and efficient team that includes

- Building Manager/ Assistant Building Manager/ Receptionist
- Lift Operator, CCTV Operator, Amenities Attendant
- Electrician & Plumber
- Cleaning Supervisor & his Team
- Gardener
- Security Supervisor, Security Guards
- Pest Control

Engineering Services

- Civil/ Painting/ Tiles/ Aluminum/ Electrical/ Plumbing Renovation, Repairing & Maintenance
- Crack repairing and damp treatment works
- Water leakage stopping work
- Electro-Mechanical Equipment Servicing
- Cleaning work (floor tiles & marble, water tank, sewerage pit etc.)
- Water repellent treatment work
- Swimming Pool Maintenance
- Landscaping Maintenance
- Outside Glass Cleaning

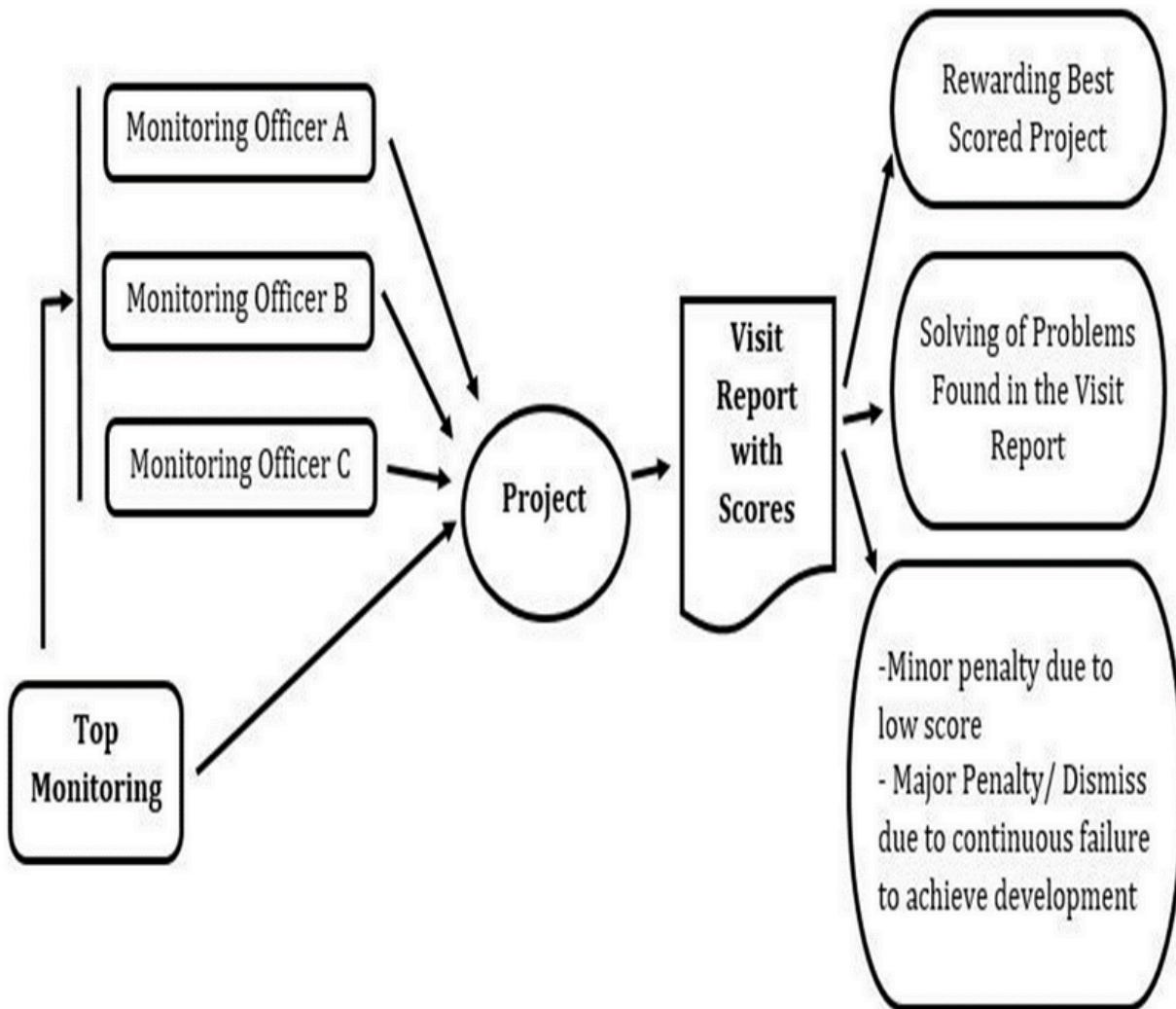
Mode of Operation



- Regular **Training Program** for all employee
- Ensuring attendance and instructs about duty guidelines & attitude
- Proper Monitoring of Projects (**Regular Visit**)
- Always Maintaining Clean & Green Project
- Prompt Response to **24 hours On-call services**



Monitoring of Projects



Monitoring Flow Chart

Projects

Concord Real Estate & Development Limited Ongoing Facilities Management Services

Project Name	Type	Location
Concord Zara	Residential	Baridhara
Concord Baksh Tower	Commercial	Gulshan
Concord Silvy Heights	Commercial	Gulshan
Concord Niharika	Commercial	Banani
Concord M K Heritage	Commercial	Dhanmondi
Concord Shapla	Residential	Lake City Concord, Khilkhet
Concord Fahil	Residential	Baridhara
Concord MB Tower	Commercial	Banani
Concord Eminence	Commercial	Dhanmondi
Concord Shongshaptak	Residential	Gulshan

Projects

Owner Association/Other Organization

Ongoing Facilities Management Services

Project Name	Type	Location
Concord Kanihati	Residential	Baridhara
Concord Sayeed	Residential	Uttara
Concord Feroza De Palace	Residential	Gulshan
Concord Dasmina	Residential	Dhanmondi
Doric Palacio De Rowshan	Residential	Tikatoli
Starpath Sapphire	Residential	Dhanmondi
Dom-InnoAaraiso	Residential	Baridhara
Amin Mohammad-Ever Green	Residential	Gulshan
Concord Rafat Kamar	Residential	Banani
Starpath Wafeeqa De Palace	Residential	Dhanmondi
Bridge Awal Villa	Residential	Uttara
Shifalika	Residential	Uttara
Concord Sikinder Heritage	Residential	Dhanmondi
Delvista Fuljhuri	Residential	Dhanmondi
Reflection by Concord	Residential	Banani
Concord Sharif Height	Residential	Baridhara

Projects

Owner Association/Other Organization Ongoing Facilities Management Services

Project Name	Type	Location
Starpath Dream Stone	Residential	Indira Road
Concord Grand Ruby	Residential	Kakrail
Concord Kabir Tower	Residential	Gulshan
Concord Kamal Court	Residential	Baridhara
Guest House	Residential	Uttara
Advanced Manufacturing Group	Residential	Banani
Concord Bilkis Tower	Commercial	Gulshan
Tiger Den	Residential	Banani
Mir Onyx Yakub	Commercial	Dhanmondi
Manama Chandradeep	Commercial	Khilgaon
Erectors Ehsan Complex	Residential	Khilkhet
Concord Bithi Villa	Residential	Gulshan

Successfully Handed Over After Providing Five Year Facility Service

Project Name	Type	Location
Concord Naeem	Residential	Banani
Concord Ibrahim	Residential	Dhanmondi
Shanta Alishaan	Residential	Dhanmondi
Shanta Araddho	Residential	Dhanmondi
Sheltech Renu Kabir Tower	Residential	Badda
Shanta Landing 104	Residential	Gulshan
Shanta The Serenity	Residential	Gulshan
Shanta Alnair	Residential	Gulshan
Shanta Chitra	Residential	Gulshan
Shanta Debonair	Residential	Banani
Shanta Canopus	Residential	Banani

Job Description of Facility Team

Building Manager/ Building Assistant Manager

- Administer the Management Team properly.
- Constantly monitoring the performance of the duties and Identification of the lapses.
- Trouble shooting & reporting the performance of quality of the FM Services to Authority.
- Preparation of the duty roster for all members of the team.
- Ensure discipline and attendance of the members according to the roster
- Keep the environment clean by cleaning team methodically over the common space and the surrounding.



Job Description of Facility Team

Security Supervisor/ Security Guard

- This team will be responsible for the overall security of the complex.
- Ensure effective Gate management and recording all entry and exit.
- Keeping watch in the surrounding
- Assisting Manager in maintaining discipline in the common spaces.
- Resist an unauthorized or force entry into the complex.



Job Description of Facility Team

House Keeping/ Cleaning Team

- Keep the environment of the complex clean.
- Cleaning different segments of common space as per roster periodically.
- Using cleaning materials judiciously and economically as and when required.
- Taking special care about washrooms in common space.
- Cleaning the lifts and the stairway.
- Assist electromechanical team in cleaning their equipment.
- Assist allottees in urgent internal cleaning disasters under the Manager's permission.



Job Description of Facility Team



Gardener

- Watering and periodic maintenance of the gardens and greens.
- Cutting and dressing of green if it is required.
- Removing all dead leafs from the green.

Lift operator

- Ensure safe and efficient operation of the lifts.
- Cleaning the lift regularly and checking its working condition time and again.
- Ensure that the goods are safely put inside the lift and are in the right according to the bylaws.
- Support the clients inside lift
In case of any emergency.



Job Description of Facility Team

Electrician/ Plumber

- Trouble shoot
- Ensure running of EME equipment
- Ensure routine/periodical maintenance of EME equipment
- Maintain all safety measures
- Attend all calls as per requirement through the building manager/allotees.



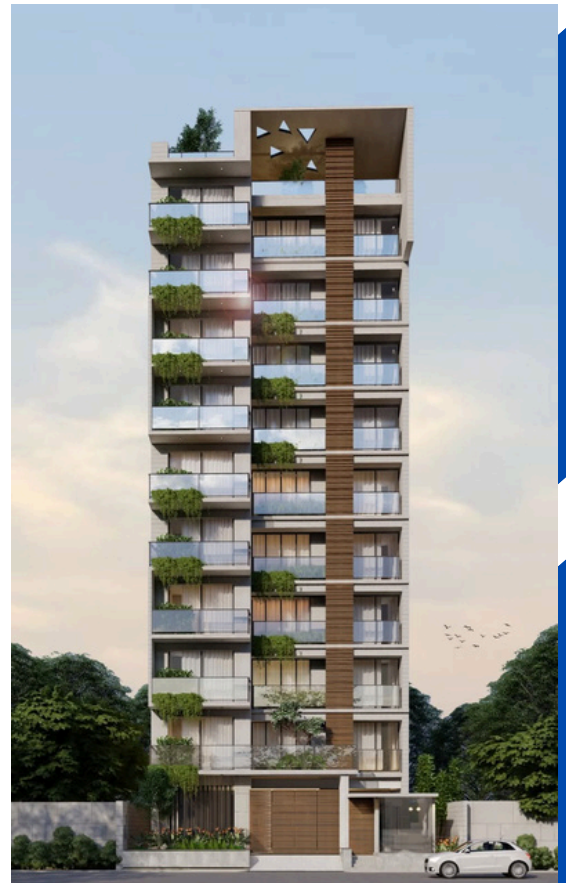
During Training on Fire Fighting & Safety Measures



Design Consultancy & Implementation

Building Design

- Architectural Design
- Structural Design
- Plumbing Design
- Electrical Design



Design Consultancy & Implementation

Interior Design

- Modern Home Interior
- Office Interior
- Restaurant/Cafe Interior
- Remodeling
- Shop/Outlet Design
- Furniture Design
- Landscaping



Contact



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