

**COMPANY PROFILE**

**OLIVIA**

**TRADING & CONTRACTING WLL**

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# OUR PROFILE

## INTRODUCTION

Olivia Trading & Contracting W.L.L is one of the registered Trading & Contracting Company in Doha, Qatar. We offer a full range of engineering services and solutions in Civil, Electrical & Mechanical Sector.

## OUR VISION

We at Olivia Trading & Contracting W.L.L seeks to become one of the most trusted organizations in the MENASA region.

We will continue to contribute to the success of our clients, through our constant customer focus approach.

We intend to lever our capabilities in the field of Civil, Electrical & Mechanical engineering and continuously develop innovative solutions to a wide range of industrial needs, building upon our reputation for excellence in the delivery of products and services.



### SOLIDITY

We build infrastructures and projects that stand the test of time and promote sustainable development for current and future generations.



### TRUST

Our top level goal is always to build with integrity by being honest and open with our clients, consultants & partners.



### TEAMWORK

We direct individual accomplishments towards organizational objectives by sharing together, working together and succeeding together.



### CUSTOMER SATISFACTION

We listen to the business needs of our clients and aim to surpass their expectations through the quality solutions we deliver.

## OUR MISSION

To provide efficient and effective Project and Construction Management services meeting or exceeding the expectations of our Clients while satisfying the needs and ambitions of our shareholders and staff.

- Exceptional performance in all aspects of our operation.
- Outstanding customer service.
- Highest levels of quality.
- Exceed expectations regardless of size or complexity.
- Succeed together with our team.
- A safe working environment for both our clients and employees.

## OUR TEAM

As people are crucial in the delivery of our services and solutions to our clients. In order to ensure that everyone is equipped the right skills, knowledge and attitude a comprehensive development program is in place to constantly educate our people in new technical and management skills, enabling them to execute their duties and responsibilities confidently.



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## OUR SERVICES

### AIR-CONDITIONING SERVICES



Air conditioning is our main line of business and specialization. We provide a full scope of HVAC solutions and services. Our comprehensive design team uses cutting edge software and tools to deliver best solutions from design and preparation of load calculation and drawings to the execution of final deliverable. We also supply the most famous brands of HVAC equipment and products.

We professionally plan, design, install and commission all HVAC systems and provide excellence after sale services and spare parts. We supply A/C Equipment, Air cooling units and all ducting accessories required for the installation of a complete HVAC systems and service the ducting works through our local workshop.

- Air conditioning equipment
- Air cooling units and spare parts.
- Ducting works and accessories
- Air Compressors and Spare Parts
- Chilled water pumps
- Water supply pumps.
- Booster pumps.
- Submersible pumps.
- Control panels

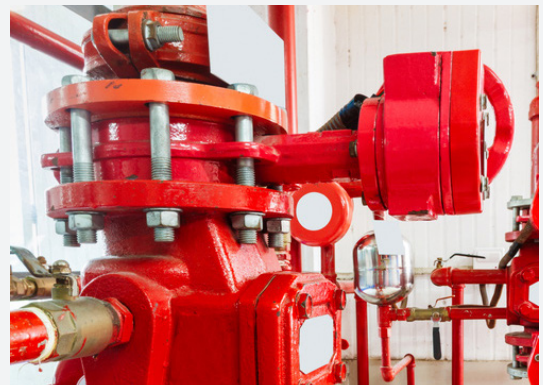


### ELECTRO-MECHANICAL SERVICES



As leading contractor, OLIVIA provide a full range of Electro-mechanical works which are tailored to meet the evolving needs of our clients and market.

- Firefighting equipment
- Water storage tanks (Fiber glass and panel tanks)
- Water heaters & boilers
- Drinking water fountains & chillers
- Cold stores equipment
- Copper pipes black steel pipes
- PVC pipes and fittings
- Pipe supports and hangers
- General valves



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## OUR SERVICES

### LOW CURRENT & ELECTRICAL SERVICES



To offer full engineering solutions we also design and install , upgrade and maintain all types of low current systems with innovative solutions to construction market.

- Intelligent infrastructure solutions
- Smart and home automation
- Lighting control
- Fire alarms systems
- TV systems.
- CCTV and surveillance
- Networks and IP telephony
- Access control systems
- Intrusion systems
- Active components
- Instrumentation and controls
- Fiber optic cables installation and testing
- Building management systems (BMS)

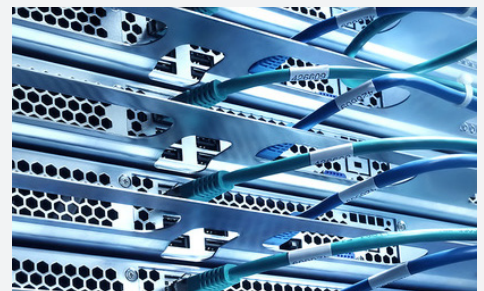


### IT & TELECOM SERVICES



IT infrastructure is the essential foundation for success and grow of any organization. We design, install, test and commission IT and telecommunication systems. We also source and supply most types of IT and network hardware as we are the agent and distributor for many of the top brands in the market .

- Telecommunication infrastructures installation
- Wireless, optical fiber and micro waves
- Telecom civil construction works
- ERP systems design and installation
- Hardware and equipment supply



### CIVIL SERVICES



- Excavation, Demolition, Plastering, Gypsum, Painting & Block Related Works.
- Installation of False Ceiling/ Raised Floor.
- Vinyl Sheet, Carpet Flooring & Cladding Related Works
- All Types of Tiles & Marbles Works.
- Water Proofing.



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# OUR OPERATION

## OPERATION AND MAINTENANCE

Economy, safety and efficiency are of considerable importance in building management and maintenance. OLIVIA offers a variety of professional maintenance and operation services. We do all types of maintenance for A/C and electromechanical systems covering corrections and preventive maintenance with a highly experience and qualified staff of engineers and technicians.

## OPERATIONAL ACTIVITIES

### COPORATE SERVICES

- Corporate Policies
- Estimation
- Commercial
- Procurement
- Finance & Accounting
- Audit & Human Resources
- Communication

### CONSTRUCTION

- Contract Administration
- Expediting
- Safety
- Cost Control
- Quality Control
- Supervision

### ENGINEERING & DESIGN

- Architectural Design
- Shop Drawings
- System Design
- Draughting

## PROJECT MANAGEMENT

### DESIGN

- Design and planning of projects/plans
- Detailed design of mechanical and electrical component
- Civil guide layout and general arrangement drawing

### ENGINEERING

- Determination of all key component by:
  - » Technical specification
  - » Interface definition and management
  - » Supplier evaluation
  - » Documentation

### PURCHASE

- Mainly party manufacturing
- Manufacturing inspection
- Long-term relationship with keys
- Own process and product knowledge
- Lead engineering function construction

### CONSTRUCTION

- Erection of electromechanical
- Control of key plant construction milestone
- Knowledge of local market
- Reliable constructions partners
- Other constructions activities such as civil works in all house

### COMMISSION

- Process knowledge and complex system interaction control
- Detailed knowledge of plant and keys technology use
- Start-up and test run



## PROJECT POLICIES

OLIVIA has developed extremely comprehensive and detailed operational and administrative procedures, which ensure that strict standards of control are maintained at all times.

These procedures involve a system of counter checking and reporting which ensures that a high standard of quality control is maintained on all our activities.

Where applicable, non-destructive testing systems and procedures are utilized to the maximum. These include visual inspection, ultrasonic inspection, radiography.etc.

In cases beyond our in-house capability, we utilize the services of third party inspection companies. Our testing and inspection tools and instruments cover the full range of functions required to carry out all testing, and commissioning of our systems in accordance with international and local standards and procedures.

These capabilities together with the services of our experienced and qualified engineering personnel, allow us to provide a comprehensive, effective, and fully responsive, quality assurance program to our clients.

All records are fully computerized, with the exception of actual photographs and chart readouts which are stored in archival files in our engineering offices.



## ANNUAL MAINTENANCE CONTRACT



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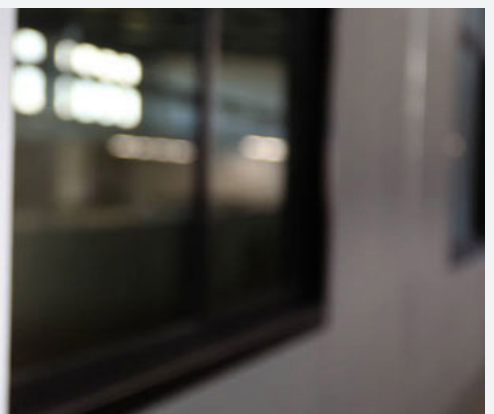
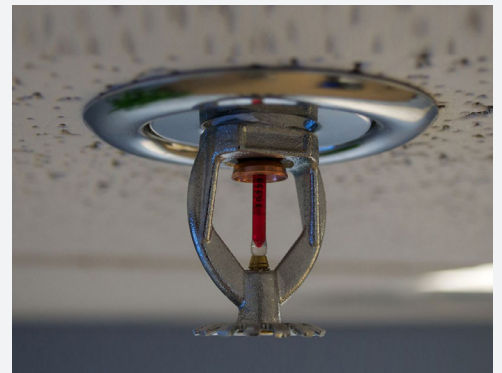


## OUR PRODUCTS

A/C Filters  
 A/C Motors  
 Access Valves  
 Air Curtains  
 ALU Glass Insulations  
 Aluminium Tapes  
 Axial Fans  
 Aluminium Sheets  
 Bearings  
 Blower Wheels  
 Brazing Products  
 BMS Cables  
 Black Steel Pipes  
 Cables  
 Canvas Cloth  
 Capacitors  
 Check Valve  
 Compressors  
 Contactors  
 Controls  
 Copper Capillaries  
 Copper Coils  
 Copper Fittings  
 Copper Straight Tubes  
 CCTV Cables  
 Diffusers

Masking Tapes  
 Mineral Oils  
 Motorized Valves  
 PIR Accessories  
 PIR Sheets  
 Pressure Gauges  
 PVC Wrapping Tapes  
 Recovery Units  
 Refrigerant Gases  
 Relays  
 Rubber Insulations  
 Safety Items  
 Sensors  
 Silicon Sealants  
 Spray Paints  
 Sticker Pins  
 Tamper Switches  
 Thermostats  
 Threaded Rods  
 Transformers  
 Universal PCB Boards  
 Universal Remotes  
 V Belts  
 Vacuum Pumps  
 Vapor Barriers  
 Vibration Eliminators

Drier Cores  
 Duct Bonds  
 Duct Tapes  
 Emergency Lights  
 Exhaust Fans  
 Exit Signs  
 Fan Blades  
 Filter Driers  
 Fire Extinguisher  
 Flexible Duct  
 Flexible Duct Connectors  
 Flow Switches  
 Foam Tapes  
 FSK Insulations  
 FSK Tapes  
 GI Clamps  
 GI Sheets  
 GI Pipes & Fittings  
 Galvanized Steel Rolls  
 Glass Cloths  
 Grilles  
 Lag Coats  
 Leak Detectors  
 Manifold Sets



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