ALDER BAY
CONTRACTING (FICTIONAL)

SAMPLE

CAPABILITY OVERVIEW 2027

Fit-out delivery, planned step by step

How Alder Bay Contracting plans, tracks and hands over commercial fit-out projects.

SAMPLE: fictional example. Alder Bay Contracting, projects and figures are invented. Deck sample by Scaff Project Solutions FZE, Dubai.

SAMPLE

Built around clear paperwork

Alder Bay Contracting delivers office and retail fit-out across the UAE. Every project runs from one written programme, one submittal log and one handover pack.

Clients get the same weekly report format on every job, so nothing has to be chased.

120+

fit-out projects delivered

48

site staff across 3 teams

96%

handovers on the agreed date

All figures on this slide are fictional and shown for layout only.

SAMPLE

Four packages, one point of contact

01

Office fit-out

Partitions, ceilings, joinery and finishes for Category A and B offices.

02

Retail fit-out

Shopfronts and interiors built to landlord design criteria.

03

MEP coordination

First and second fix coordinated with the main programme.

04

Handover packs

As-built drawings, O&M manuals and warranties in one indexed set.

SAMPLE

Four steps, confirmed before work starts

1

Written brief

Scope, drawings and dates received and logged.

2

Programme

Baseline programme issued with a submittal log.

3

Weekly report

One page each week: progress, risks, actions.

4

Handover

Indexed pack issued at a mutually agreed date.

Every question and answer is kept in the written query log, so the project record is complete at handover.

EXAMPLE PROJECT

SAMPLE

Office fit-out, 4 floors, 22 weeks

Stage	Weeks	Output
Mobilisation	1 to 2	Programme and submittal log
Strip out and first fix	3 to 9	Weekly reports 1 to 7
Partitions and ceilings	8 to 16	Inspection records per floor
Finishes and joinery	14 to 20	Snag lists per floor
Handover	21 to 22	Indexed handover pack

RESULT (FICTIONAL)

Handed over in week 22

Zero open snags at handover and a complete document set on day one.

SAMPLE

Send your drawings and dates. We reply within five working days.

1. Share the brief, drawings and target dates by email.
2. Receive a scope check and outline programme within 5 working days.
3. Confirm, and we issue the baseline programme.

Alder Bay Contracting (fictional), Dubai