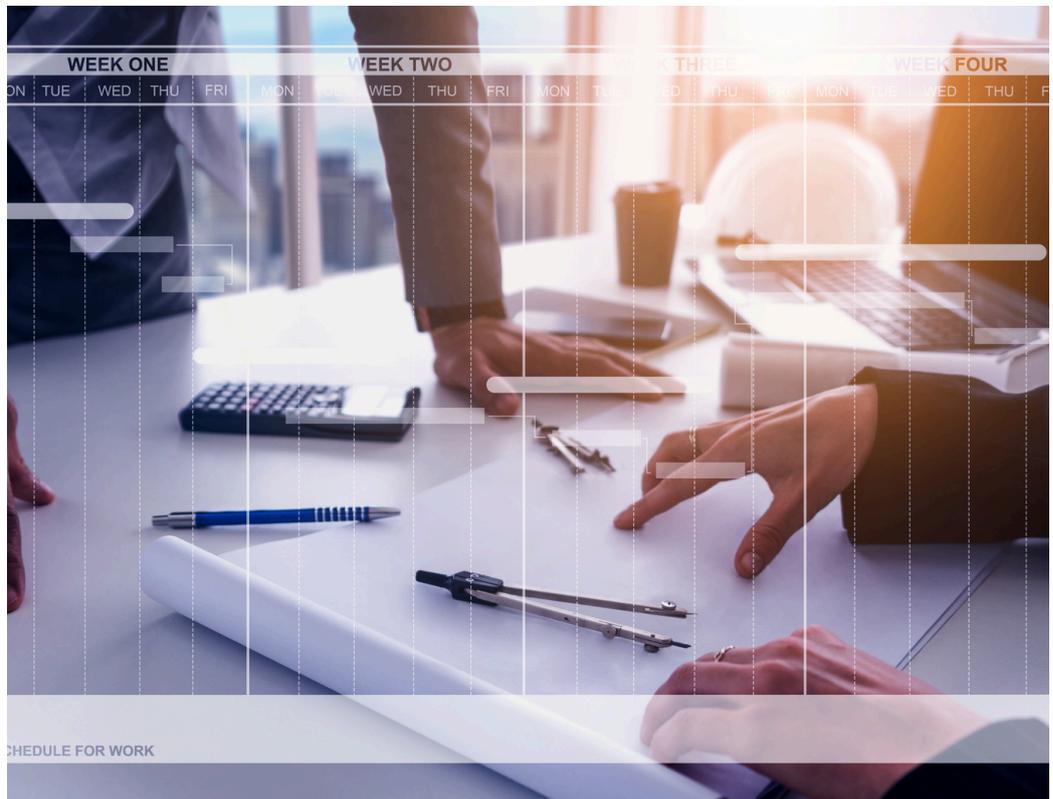


ADDMORE PROJECT MANAGEMENT, FF&E SOURCING, AND CONSULTING



ADDMORE SERVICES
Focus on your Core Business and Outsource

AUTOCAD • BIM • QUANTITY SURVEYING • ESTIMATION • PLANNING & CLAIMS

www.addmoreservices.com | outsource@addmoreservices.com

ABOUT US

ADDMORE SERVICES LLC is a professional technical services company for the architectural, engineering, and construction industry, offering services such as Engineering Drawings and ERP Solutions, Architectural Drawings, BIM Services and Renderings, F&B Hospitality Design and Consultancy, ADDMORE Outsourcing, Project Management, FF&E Sourcing and Consultancy, and Quantity Takeoffs and Cost Management.

Headquartered in Las Vegas, Nevada, with a team of licensed architects, civil engineers and quantity surveyors in Manila and Cebu, Philippines, the company's key markets include the USA, Australia, UK, Republic of Ireland, UAE, and Kingdom of Saudi Arabia.

Our services are further structured into four divisions, each specializing in distinct areas to ensure that we cater to every aspect of your requirements. With a commitment to excellence and a track record of delivering exceptional results, ADDMORE Services is your partner for success.



WHAT IS PROJECT MANAGEMENT, FF&E SOURCING, AND CONSULTING?

Project management involves the planning, coordination, execution, and control of projects within the built environment. It encompasses various activities to deliver successful outcomes for construction and infrastructure projects, including buildings, roads, bridges, and utilities.

Effective project management in the AEC industry requires a combination of technical expertise, leadership skills, and industry knowledge. Project managers must be adept at communication, negotiation, problem-solving, and decision-making to navigate the complexities of construction projects and ensure successful outcomes.

In the context of interior design, architecture, and construction projects, FF&E (Furniture, Fixtures, and Equipment) refers to the movable items, furnishings, and equipment that are incorporated into a space to make it functional, comfortable, and aesthetically pleasing.

FF&E sourcing involves the procurement of these items from suppliers or manufacturers to fulfill the requirements of a project. This includes furniture such as chairs, tables, sofas, and beds; fixtures such as lighting, plumbing, and cabinetry; and equipment such as appliances, audiovisual systems, and technology devices.

ADDMORE PROJECT MANAGEMENT

ADDMORE provides full project management teams consisting of internationally qualified selected individuals with great clear communication skills to manage all aspects of design and construction projects.

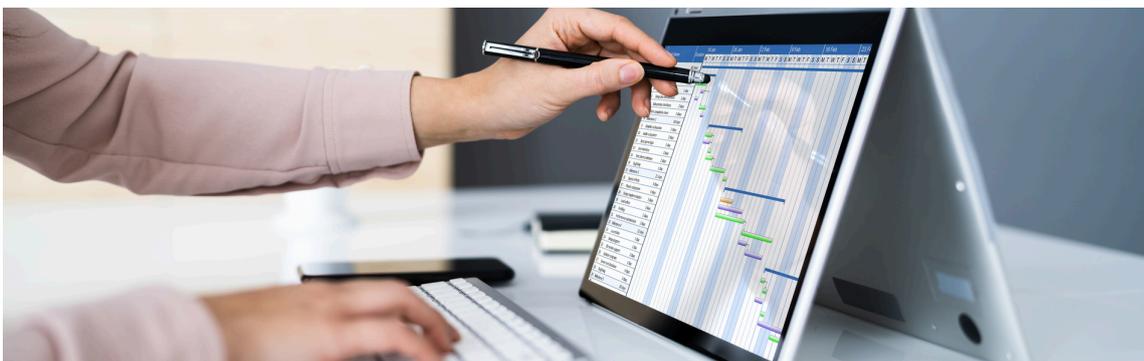
We analyze every requirement and provide flow, process and organizational charts to help you get a better overview and with the real-time updates of the project delivery and status. We ensure that in-house quality control and accuracy is always a priority.



ADDMORE PROJECT MANAGEMENT

SERVICES:

- Estimate and negotiate project costs.
- Formulate a baseline budget and monitor the actual project cost.
- Create baseline schedules and work timetables using Microsoft Project and Oracle Primavera P6 planning software.
- Determine which methods and strategies are appropriate for the project.
- Communicate and report directly with clients or stakeholders for project budget and work progress.
- Lead or interface with workers, teams and other construction professionals on technical and contract details.
- Work with building, construction and regulatory specialist.
- Field inspection for work audit and check work stages before project signed off.
- Punch list support utilizing PlanGrid software for better reporting and compiling of project status
- Review processes in place in manufacturing companies, identify bottlenecks and duplicated steps for any task and report to the management with proposed solutions.



ADDMORE FF&E SOURCING

Our team of experts is ready to help whatever our clients' requirements are, whether opening or refurbishing a small restaurant to a complete hotel renovation or having a newly built hotel mockup room to a complete project. This can be very challenging that's why our team is here to help make the whole operation easier.

Our team specializes in the management of the entire project and we are positioned to help our clients ensure that their furniture, fixtures and equipment (FF&E) are handled, delivered and the installation coordinated when they are needed and the way it's needed.

PORTFOLIO SERVICES:

- Purchase Order Management (Order & supplier monitoring)
- Warehousing and receiving points close to project site (Worldwide)
- Deliveries to hotel doors or to the teams for room placing and unpacking
- Full freight & logistics budget reports including VAT and duty levels in country of destination
- Coordinating with the unpacking, placing services including recycling of materials
- FF&E installation including hanging of artworks and mirrors
- OS&E deliveries, breakdown per rooms
- Full scheduling services including fabric schedules and project matrices
- Planning in Microsoft Projects or Primavera P6

ADDMORE FF&E SOURCING

FF&E PROCUREMENT SOLUTIONS

Finding the right furniture, fixtures, and equipment for a hotel is not a simple process and best carried out by industry professionals.

We offer complete “end to end” procurement services, providing hoteliers the freedom to manage their day-to-day business while the provider works to ensure the process is smooth and the property opens on time.

When you hire a procurement provider with this level of professionalism, you can rely on the following:

Brand Expertise

ADDMORE Procurement consultants don't just provide hospitality services – they know hospitality. We are intimately acquainted with industry brands.

We are well-educated on brand specification requirements and work to apply that knowledge to each project, ensuring standards are properly applied throughout.



ADDMORE FF&E SOURCING

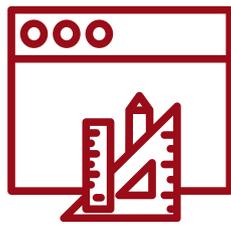
Product Insights

FF&E is an investment, and it pays to be prepared. ADDMORE understand the pros and cons of countless hospitality suppliers, from pricing and shipping costs to reliability and product durability. ADDMORE will guide you in selecting the right furniture, fixtures and equipment product for every application, sourcing the best fit for your budget too.

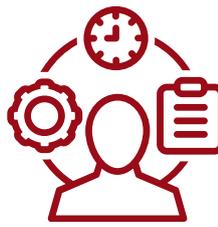
Dedicated Team



Procurement



Design



Management



Logistics

Rather than assigning just one person to manage your entire procurement project, ADDMORE delegate each specific task to individual experts in project management, design, logistics, and more. These skilled professionals make up a dedicated team who work together throughout all aspects of the project. All you need to do is provide a blueprint, and we will provide the rest.

BENEFITS OF HIRING A PROFESSIONAL PROJECT MANAGEMENT TEAM



ACCESS TO A PROFESSIONAL TEAM

Internationally qualified selected individuals with great clear communication skills are highly required to manage all aspects of design and construction projects. Outsourcing project management, FF&E sourcing and consultancy to professionals will not only help you maintain industry standards but also produce the best-desired product.

EFFECTIVE RESOURCE UTILIZATION

The biggest benefit of outsourcing project management, FF&E sourcing and consultancy is the reduction in material and labor costs. While you can focus on your key operational goals and strategies, the outsourcing partner will be responsible for delivering the finished drawings as specified.



ENABLE MEETING DEADLINES & TIME ZONE ADVANTAGE



Outsourcing your project management, FF&E sourcing and consultancy services delivers accurate results in the shortest possible time, meaning you can meet project deadlines without hassle. Our staff both in the Philippines and USA constantly coordinate for the earliest completion of deliverables.

WHY CHOOSE US?



QUICK TURNAROUND

Our staff both in the Philippines and USA constantly coordinate for earliest completion of deliverables.



LICENSED PROFESSIONALS

Entrust your requirements with our highly-skilled and internationally experienced team of professionals.



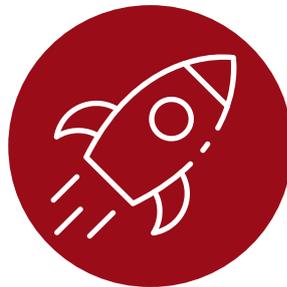
CLEAR COMMUNICATION

Our staff both in the Philippines and USA constantly coordinate for earliest completion of deliverables.



ACCURACY

Utilizing the latest and relevant applications to complete the service helps reduce discrepancies, gain material quotes, identify risk factors, and generate reports.



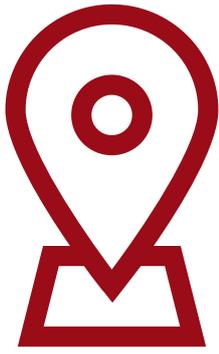
BOOST PRODUCTIVITY

Hiring a professional you need can help boost productivity while freeing up your time so that you can focus on what matters most — growing revenue!



REDUCED COSTS

We provide high-quality service at a competitive pricing. We make sure that the value of our service is commensurate to what you pay for.



WE ARE LOCATED IN THE USA WITH REMOTE STAFF IN THE PHILIPPINES

BUT YOU CAN ALWAYS REACH US THROUGH
CHAT OR EMAIL, WHEREVER YOU ARE

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