MESOPOTAMEA

contractual consultations & project management



MESOPOTAMEA

Contracting Consultancy & Project Management Office

Integrated solutions that combine legal, contractual & financial expertise, with the aim of protecting our clients' interests and representing them in the most complex files.

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ABOUT US

Mesopotamia Contracting Consultancy and Project Management Office is an independent and licensed consulting office established to provide comprehensive solutions that integrate legal, contractual, and financial expertise. We represent a specialized consulting house dedicated to protecting clients' interests and representing them in the most complex cases, ranging from the oil and gas and infrastructure sectors to commercial disputes and arbitration.

We rely on a team of elite consultants and experts who combine a deep understanding of local regulations and international standards, enabling us to adapt to market changes and deliver consulting services characterized by flexibility, quality, and complete neutrality, free from rigid traditional frameworks.

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FOUNDER'S STATEMENT

My goal in establishing Mesopotamia has always been to offer a new concept of consulting, one that does not merely fulfill a traditional role but integrates with the client's team as a true partner. We recognize that major projects face complex challenges, and the solution lies not only in hard work but also in proactive planning and precise contractual drafting.

We have assembled a team of top legal experts, engineers, and certified project managers to ensure that every step you take is well-considered and every risk is calculated. We are here to provide you with added value, clarity, and the reassurance you need to achieve sustainable success.

Dr. Ardalan Nour Al-Din Mahmoud
Founder and CEO

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VISION

We aspire to lead in creating a safe and stable business environment, enabling our clients to confidently move toward the future by transforming contractual challenges into opportunities for growth and excellence.

MISSION

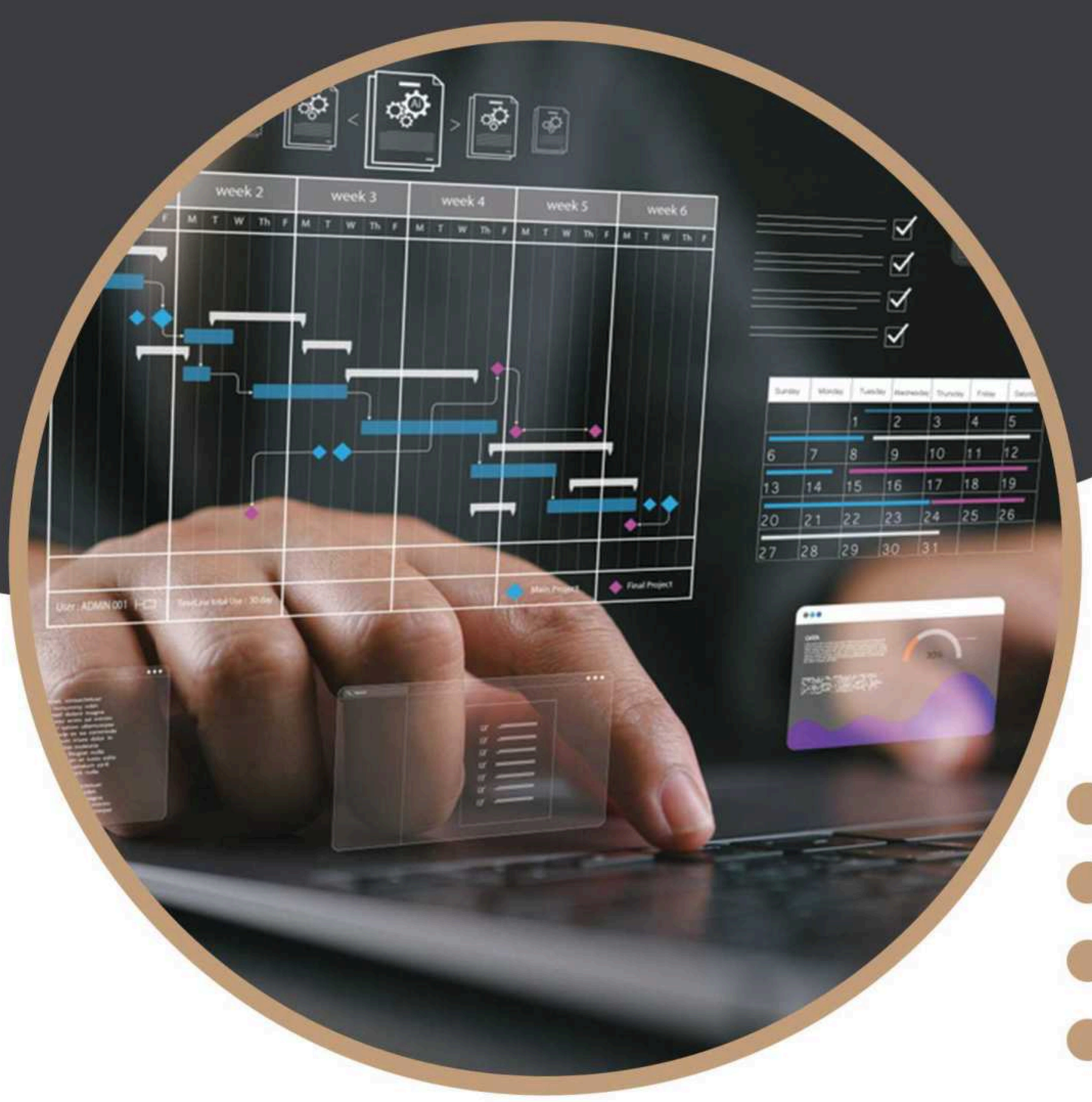
Empowering our clients through pioneering consulting services in contract & project management, driven by professionalism and innovation. We aim to build fruitful partnerships through an unwavering commitment to absolute transparency and delivering real value that exceeds expectations.



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GOALS

- **Contractual Protection:** Drafting precise contracts that ensure rights and mitigate future disputes.
- **Execution Efficiency:** Managing and supervising projects to ensure compliance with quality, time, and budget.
- **Decision Support:** Providing accurate feasibility studies and technical reports that support sound investment decisions.
- **Institutional Development:** Enhancing our clients' performance and building their teams' capacities through training and knowledge transfer.



VALUES

- Transparency & Integrity
- Confidentiality & Security
- Excellence & Innovation
- Commitment and Responsibility

SERVICES

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Contractual and Legal Consulting

We provide complete protection for our clients' interests through precise drafting and smart dispute resolution solutions:

Drafting and Reviewing Contracts:

Preparing engineering and commercial contracts with legally sound wording that closes gaps and ensures a balance of rights.

Claims and Dispute Management:

Offering amicable solutions for mediation & resolving contractual disputes to avoid litigation, while providing full technical and legal support in arbitration cases.

Legal Representation and Support:

Representing the client in courts, state agencies & negotiations with other parties (suppliers, contractors, partners).

SERVICES

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Project Management & Engineering Supervision

We turn plans into a tangible reality within the standards of quality, time, and cost:

Planning and Scheduling:
Developing project timelines, cash flow schedules, and implementation plans.

Supervision and Monitoring:
On-site and administrative follow-up of all project phases (design, execution, operation) to ensure compliance with specifications.

Performance Reports:
Providing accurate periodic reports to the client that outline actual progress against the plan, and proposing solutions to obstacles.

SERVICES

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Financial and Economic Consulting

We help you read the market and make safe and profitable investment decisions:

Comprehensive Feasibility Studies:
A thorough market analysis (supply and demand, competitors) and preparation of financial forecasts (income statements, cash flows, risk analysis).

Financing Solutions:
Assessing corporate financial health and preparing loan & bank financing application files in accordance with donor requirements.

Institutional Development:
Developing internal regulations, management policies, and organizational structures for companies to improve performance efficiency.

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TARGET SECTORS

- Construction, engineering & infrastructure sectors.
- Oil, gas, and energy.
- Industrial and agricultural sectors.
- Banking and financial institutions.
- Real estate investment & property management.
- Commercial companies and foreign investment.



WHY US?

- **Comprehensive Expertise:** We integrate legal, engineering, and financial vision under one roof.
- **Absolute Confidentiality:** We implement a strict "vault" system to protect your data.
- **Complete Independence:** Full neutrality that ensures the client's interests come first.
- **Added Value:** We do not sell hours of work; we provide solutions and tangible results.

DETAILED PROFESSIONAL

OFFICE SCOPE OF WORK

IN PROJECT MANAGEMENT

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1 Full Project Lifecycle Management

Covers project management from concept to final handover:

"Phase 1: Pre-Feasibility & Feasibility"

- Technical & economic feasibility studies.
- Profitability and ROI analysis.
- Market & demand study.
- CAPEX & OPEX cost estimation.
- Comparison of different technologies
- Selection of the optimal project site.
- Preliminary risk assessment.
- Preliminary execution timeline.
- Financial and investment models.

2 Engineering Management

Our office either performs the design in-house or manages external design firms.

- Review and approval of engineering designs.
- Audit of drawings: Process, Mechanical, Civil, Electrical, Instrumentation, Piping .
- Review of: PFD, P&ID, Plot Plan, Equipment Layout.
- Ensure compliance with: API, ASME, ASTM, IEC, NFPA standards.
- Management of engineering changes (MOC).
- Coordination between disciplines.
- Review of design calculations.



DETAILED PROFESSIONAL

OFFICE SCOPE OF WORK

IN PROJECT MANAGEMENT

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3 Contracts & Procurement Management

This is one of our core areas of work

- Preparation of tender documents: Technical Specifications, BOQ, ITB, RFQ, Commercial Terms.
- Bid evaluation: Technical evaluation, Commercial evaluation, Price analysis, Specification compliance, Supplier comparison.
- Contract management: EPC, EPCC, LSTK, Service Contracts, PMC.
- Procurement follow-up: Issuance of PO, Review of Vendor Documents.
- Manufacturing, FAT follow-up.
- Shipping & customs clearance follow-up.

4 Site Construction Management

Our office acts as the site supervision and management authority.

- Monitor work progress.
- Manage subcontractors.
- Manage schedules.
- QA/QC monitoring.
- HSE management.
- Review progress reports.
- Conduct daily & weekly meetings.
- Approve completed works.
- Oversee works for: Piping, Tanks, Rotating equipment, Electrical, Instrumentation & Control, Civil works.
- Resource management.
- Resolve field conflicts.
- Issue Site Instructions.



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IN PROJECT MANAGEMENT

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5 Planning & Project Controls

Our office plays a major role in this area.

- Develop Primavera P6 schedules.
- Prepare Baseline Schedule.
- Delay analysis.
- Track actual progress.
- Issue reports: SPI, CPI, EV Analysis.
- Cost management.
- Monitor variances.
- Prepare Recovery Plans.

6 QA/QC Management

- Prepare: ITP, QCP, Method Statements.
- Review welding procedures WPS/PQR.
- Monitor NDT.
- Review Material Test Certificates MTC.
- Monitor works for: Coating, Insulation, Welding, Hydrostatic testing.
- Manage NCR and CAR.



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7 HSE Management

For oil & gas projects

- Prepare safety plans.
- HAZID / HAZOP risk analysis.
- Manage Permit to Work PTW.
- Incident investigation.
- Monitor firefighting systems.
- Environmental & emissions management.
- Hazardous materials management.
- Environmental Impact Assessment EIA.

8 Commissioning & Startup Management

- Prepare Pre-Commissioning plans.
- Prepare Startup plans.
- Manage tests: Loop Test, Functional Test, SAT.
- Coordinate vendors during startup.
- Train operations personnel.
- Prepare: SOP, O&M Manuals.



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9 Risk & Claims Management

- Technical & financial risk analysis.
- Delay analysis.
- Prepare time and cost claims.
- Disruption & Delay analysis.
- Manage contractual disputes.
- Support engineering arbitration.

10 Specialized Consulting Services for the Oil Sector

Upstream

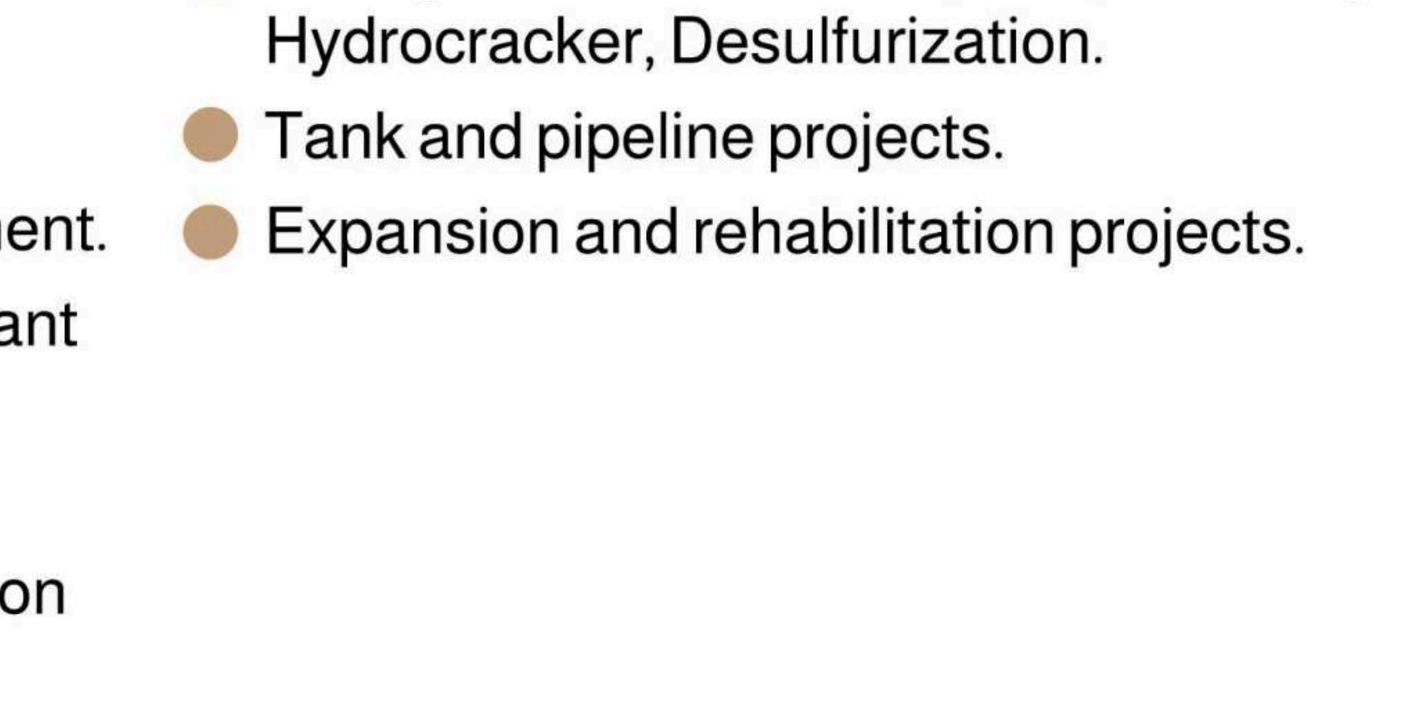
- Drilling project management.
- Field development project management.
- Production facility management.
- Separation and treatment plant management.
- Flowline management.
- Water and gas injection station management.

Downstream – Refineries

- Management of units: CDU, VDU,Reforming Hydrocracker, Desulfurization.
- Tank and pipeline projects.
- Expansion and rehabilitation projects.

Petrochemicals

- Projects for:
  Ethylene, Polyethylene, Methanol, Ammonia, Fertilizers.



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OFFICE SCOPE OF WORK

IN PROJECT MANAGEMENT

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11 Administrative & Governance Services

Our office works as PMC or Owner's Engineer.

- Represent the owner with contractors.
- Manage executive meetings.
- Prepare reports for senior management or the ministry.
- Monitor performance KPIs.
- Governance and compliance.
- Document control DCC.
- Manage technical correspondence.

12 Other Engineering Consulting Services

- EPC project management on behalf of foreign companies.
- Licensing management, including: Security & logistics coordination.
- Local PMC services: Site Management, Government Coordination, Vendor Expediting, Local Procurement Support.
- Local Content Management: Engage Iraqi companies - Industrial localization - Manage local employment ratios.



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