

PROFESSIONAL EXPERIENCE REPORT SPANNING 15 YEARS (2010 TO
2026)

SUBMITTED TO:

THE CHAIRMAN, EDUCATION AND TRAINING COMMITTEE,
THE NIGERIAN INSTITUTE OF QUANTITY SURVEYORS (NIQS),
NATIONAL SECRETARIAT, ABUJA

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2nd FLOOR TDL BUILDING BEHIND STERLING BANK, OSOSAMI RD OKE
ADO , IBADAN.

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1.0 INTRODUCTION

I assumed duty on 2nd January 2010 as a Quantity Surveyor in Cost Estimator Department of Sam Etomi & Associates firm at Victoria Island Lagos State, We were trained in the organization for three months under the supervision of QS Olorunfemi, Oluwatoyin David. After the training, I was posted to be an estimator and I worked more than a year there before I joined another firm Real - Technologies Ltd at acme road Ikeja Lagos as a Quantity surveyor for another two years, I was asked to join the team working on the two years construction work done at LASURA Lagos State Office, I worked at Famba Engineering Limited for over five years as a Quantity Surveyor, I worked at Samlar Technologies and Associates Obadore, Lagos.

I am presently working with the Tons Development Limited 2nd floor TDL building behind Sterling Bank, Ososami Oke Ado Ibadan for over seven years till date and construction projects were carried out in Lagos and Ibadan respectively which has afforded me opportunity to have direct interaction and relationship with the professionals in the industry for more experimental knowledge and exposure to Quantity Surveying professional duties/responsibilities.

During this period of my career development, I have been privileged to work on different types of projects ranging from direct-labour to the conventional direct contracts in Ibadan/ Lagos respectively. It also offers me to interact with contractors.

The place of continuous professional training cannot be overemphasized in the development of vibrant and seasoned professionals, true and unequal erudition cannot come without sound technical and professional assessment.

Record keeping on the job training is unarguably important and has helped me in tracking my personal development; it helped me to highlight areas of my strength that needs to be consolidated, and also areas of my weakness that needs to be strengthened.

This report basically covers some of the projects; construction of ENYO PETROL STATION, construction of 5-bedroom duplex with garage and other constructions.

This report highlights quantity surveying services my office offered, and I was part of at both pre contract and post contract stage of project development. The report also covers majorly post contract services for residential development.

The development of the residential duplex called for effective contract documentation, sound risk and cost management techniques, it also enabled

me to understand technical coordination among project services in construction. The experience undergone was not in any way without its own sheer of challenges; challenges both to the stakeholders of the projects, project and the projects deliverables.

2.0 MAIN PROJECTS COVERED

- Construction Of Enyo Petrol Station
Location: Lagos Ibadan Expressway lotto b/stop.
- Construction Of A 5 Bedroom Duplex With Garage
Location: 35 Okunola Estate Egbeda, Akowonjo Lagos.
- Construction of 14flats apartment.
Location: 31 Ipaja Ayobo, Lagos,
- Renovation Of Access Bank Plc
Location: Km 34 Monatan Iwo road, Ibadan
- Construction Of 4 Bedroom Duplex
Location: No 17. Peace Estate Bodija Ibadan
- Construction Of 2units of Detached Duplex
Location: Golf Estate, Jericho Ibadan
- Construction Of Detached 5bedroom Duplex
Location: Heritage Estate. Akala Express Oluyole Extension Ibadan
- Contruction Of 8units of 3bedroom Flats
Location: Galaxy Estate Akobo Ojurin, Ibadan.
- Construction Of 4 Flats of Two Bedroom Apartment
Location: Plot 94 Block 1/3 Ajibona village bogije, lagos
- Construction Of 4 Bedroom Detached Duplex At Badore Lagos
- Construction of six-unit of 2 Bedroom flats at Opic Estate Isheri, Lagos
- Construction of 2 units of 4 Bedroom semidetached duplex with BQ at Dolphin Estate Ashi, Bodija
- 8 units of 3-bedroom flat at Unity Estate, Ayobo Lagos

- 3 units of 3bedroom flat bungalow at grenadines estate, Sangotedo Ajah, Lagos
- Construction of 6 flats of 2-bedroom flat at rose wale Iwo road, Ibadan
- Construction of 1000 capacity of an event center at Akoto Estate, Akala estate Ibadan
- Construction of 500 seat capacity hall at Christ Life Renewal Bible church at Ajia, Ibadan
- Residential Development for Dr Ayodeji Awe at Egbe Quarters, Temidire Ekiti and the BOQ and Architectural drawing is attached.

I will summarize few of the projects undertaken; firstly, on the construction of a 5 bedroom duplex combined with garage, this project is a duplex designed to suit the land available for its execution. The project was developed as a residential development, when completed it would enable the client's visitor lodge without having to lodge in the hotel anytime he is available in the country. The project is being executed by traditional procurement method with firm bill of quantities. The delivery of this project required comprehensive project procurement practices knowledge because of the tight budget and schedule. The project was planned to be executed between 2016 through 2017 but was extended to 2018.

The second project is the construction of ENYO petrol station at Lotto bus stop Lagos Ibadan expressway. The project comprised of the main 6nos of 45,000 of pms petrol, 20,000 Liters of A G O kerosene, 45,000 litres of dpk diesel, mega mart, 10 units office building, car wash situated on 6plots of land, the underground pit construction, sand filling of the whole water lodged site and warehouse behind the site. The project is designed to boost the fuel consumption capability of the community.

The third project is the construction of the 14 flats apartment ipaja ayobo Lagos. The project was situated on 3plots of land for a mega service apartment in the area and I was involved in the post contract stage of the project. Part of the projects has piling foundation in the areas where necessary. On completion of the project, it will serve as

also engage in thorough examination before they award certification. It's of note that bodies like The Royal Institution of Chartered Surveyors, (RICS), Canadian Institute of Quantity Surveyors (CIQS) all have a tough and rigorous assessment as that of The Nigerian Institute of Quantity surveyors (NIQS).

The experiences recorded are worth sharing, it's a tool to develop body of knowledge suitable to the tropical region of Africa. It's also important to mention

that data base could be developed from candidates' reports if properly articulated all together.

3.0 THE EXPERIENCE OF THE WORK

Quantity surveying is the action or profession that deals with cost management in construction works; it could be new works or refurbishments. Therefore, a QUANTITY SURVEYOR is also known as cost expert in construction works either Building, civil or engineering works.

The Quantity Surveyor, also known as a Construction Economist, or Cost Manager, is one of a team of professional advisers to the construction industry. As advisers they estimate and monitor construction costs, from the feasibility stage of a project through to the completion of the construction period. After construction they may be involved with tax depreciation schedules, replacement cost estimation for insurance purposes and, if necessary, mediation and arbitration.

The professional duties of a quantity surveyor are stated below:

- Cost planning and commercial management during the entire life cycle of the project from inception to completion
- Value engineering
- Risk Management
- Procurement advice and assistance during the tendering procedures
- Commercial Management and Contract Administration
- Assistance in dispute resolution

- Asset Capitalisation
- Interim payment assessment
- Cost Management process
- Claim the extra cost of the design variation

However, the above listed duties can also be classified into two stages thus:

- I. Pre-contract stage
- II. Post-contract stage.

I have been deeply involved in many of the duties listed above and at different stages. I was privilege to work with both construction organizations, consulting firm and briefly with state government. My Present employment with Tons Development Limited for about three years has really exposed me to many points to be meticulous about in Quantity surveying. Few of my past projects are part of this report

The projects are:

- Block of Classrooms for Whitesand school, Lekki Phase 1 (completed)
- Lagoon Primary school, Lekki Phase 1 (completed)
- Pan Atlantic University – Residential Building Eleko (ongoing)
- Pan Atlantic University – Academics Complex (ongoing)
- Center For Education Development, Ajah. (ongoing)

RESPONSIBILITIES

- ✓ Attending meeting at inception stages of projects for feasibility studies.

- ✓ Preparations of preliminary estimates to compare with client budgets and recommend value engineering if necessary.
- ✓ Preparation of BOQ
- ✓ Administer tendering and also tendering negotiations with contractors
- ✓ Interim payment assessment and final account
- ✓ Cash flow forecast
- ✓ Preparation of Financial statement.
- ✓ Ensure client satisfaction, Budget control, profitability, contract compliance, Responsible and accountable to ensure that all assigned personnel are coordinating their activities with other project participants and that the requirements of the Contract are being satisfied.

4.0 Below are The Various Ways Adopted in Valuing The PRELIMINARIES During Execution of The Works.

I was made to know that Item priced in the preliminaries section of the bill of quantities can often form a major part of the work done in the early stages of the contract, and it is only right they should therefore be included in a certificate valuation. In doing this, three methods were used among the different projects.

Proportion the preliminaries total against the contract period: For instance, in a project where the preliminaries total is Five Million Naira (N5,000,000.00) for contract period of Sixteen Weeks, the amount included would be Three Hundred and Twelve Thousand, Five Hundred Naira (N312,500.00) per week.

Proportion the preliminaries against the percentage of work done by the contractor: To use this method, the executed/measured work must have been ascertained. It is the percentage of the work done in relation to the total works expected to be carried out the preliminaries will be calculated.

Individual assessment: This method can be used where the preliminaries is not priced as lump sum, that is, each item can be considered and assessed individually. In accordance with Clause 13 of JCT that established the sacrosanctity of the Contract sum and Contract rates and prices and Since each item of preliminaries has its own rate, the quantity surveyor will only need to visit the site to know items of the preliminaries that have been done on site for him to know the amount to be included in the valuation.

5.0 MARKET SURVEY

Market survey is one of the methods adopted by the University Physical Planning Unit to get the necessary information for pricing bill of quantities. We carry out market survey virtually every month, in order to get the current prevailing prices of materials, the current rate of hiring plants, and the current rate of wages paid to the labourers. It is being done almost daily now that the market condition is experiencing galloping inflation nationwide.

Market survey is a process, which must be constantly done by a quantity surveyor in a firm, so as to be familiar with the current prices of materials and the likes, as this normally serves as a basis for comparing tender figures submitted by various Tenderers during tendering process.

6.0 PREPARATION OF MATERIAL SCHEDULE

Materials schedule shows the list of the various materials needed for the execution of a particular project in whole or part, inserting the current prices of each material to arrive at the total material cost of the work.

In preparing this, there is need for current materials prices which automatically requires market survey to know the current prevailing prices of construction materials. Materials schedule preparation also reveals the quantities of materials needed for each stage of the construction or the whole construction, including the amount to be spent on every stages of the work or for the whole

construction. This helps the contractor to secure the material needed early enough to avoid delay in the delivery of the project and also to avoid over - purchasing or under - purchasing of materials.

In my establishment, materials schedule is prepared when the works are to be carried out in-house by direct-labour. We have done so many projects using this method, especially when there is paucity of fund to go by the normal direct contract method. The project is done in-house without involvement of consultants. Artisans and labour will be sourced within. In a situation like this, we carried out materials and labour schedule, to guide in procuring materials and labour.

7.0 PREPARATION OF VALUATION

Clause 30 of the JCT form of contract provides for interim certificates so that payment can be made on account. Without such clause the contractor would not receive any payment until he had completed the contract. This would be an 'entire contract', in which one party must fulfil all his part of the contract before he can ask the other to carry out any of his part.

This clause also makes provision for the parties to agree the period of interim certificates by completing the necessary space in the appendix. Interim valuation is prepared based on agreement on appendix and in relation to clause 30.2 and 30.3 of JCT which lay down how amount due shall be calculated. The valuation will include the total value of work properly executed, variation (if any), materials and goods supplied by nominated suppliers and fixed by the contractor; work executed by nominated sub-contractors; the value of materials delivered to the site for use in the works, less the agreed retention; plus, any fluctuations claims due. From this sum is deducted the amount due under any previous certificates.

The Quantity Surveyor usually prepares a valuation and recommends to the Architect the sum which should be certified. In Bowen University, the recommendation is always made through the Head of Physical Planning, who is

also the Head of Project Monitoring Team to the Vice-Chancellor for approval before payment is done by the Bursary Department. It is the duty of the Architect to issue the certificate.

As part of my duties in the University Physical Planning Unit while preparing valuation, I do site visitation to sites for spot measurement which is usually carried out together with contractor Quantity Surveyor, taken note and valuing the materials and goods stored on site, insert the work done by contractor against the bill quantity. In order to determine 'the gross valuation', the value of each of the constituent parts has to be ascertained. Those parts may be any or all of the following:

1. Preliminaries
2. Main contractor's work/measured works/Builders work.
3. Variation.
4. Nominated suppliers.
5. Nominated sub-contractors.
6. Retention
7. Fluctuations in costs of labour, materials when allowed in the contract.
8. Advance payment reconciliation

8.0 KEY CHALLENGES

Complex design with budget, affordability and bid issues, extremely challenging dealing with the project stakeholders, compliance with outline specifications

9.0 THE SOLUTION

Extensive cost exercises of numerous design solutions. After many evaluations the most effective and space efficient solutions were used. Proper coordination of the client and subcontractors on the project.

10 LESSON LEARNT

It's always far better to devote maximum time to planning; this will be of great help to capital projects, during construction it tends to minimize risks and finally impact positively on the project success.

11 SUMMARY

This compilation has helped me to properly coordinate myself and work altogether. The list below represents some of the services offered during this period.

PRE-CONTRACT

- ✓ Preparation of feasibility studies
- ✓ Comparative design analyses
- ✓ Preparation of bill of quantities
- ✓ Contract documentation
- ✓ Preparation of material schedule

POST-CONTRACT

- ✓ Assisting in the preparation of interim valuation
- ✓ Claims administration
- ✓ Contract administration

12. CONCLUSION

I have learnt over the years in the field of Quantity Surveying that the profession does not encourage quackery. It calls for diligence and versatility.

The profession has essential part to play in increasing the efficiency of construction work providing effective cost control always procedure & ensuring value for money. Quantity Surveyors have the capability to secure success of the projects by their effective technical & financial advice and thus have vital contributions to the economy. This report which serves as a summary of my activities in more than sixteen years of practice has afforded me the grace to move on positively.

It has also given me the opportunity to recognize the high level of versatility required when practicing Quantity Surveying and being familiar with all aspects of construction and to be current with new innovations and construction methods.

Record of Professional Experience