



Office Times

**TRANSFORMING OPERATING SPACE  
TO ENHANCE PERCEPTIONS**



Office Times

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A decorative graphic at the bottom of the page. It features a blue rectangular block with rounded corners on the left, containing the text 'Table of Contents'. Below this block, there are two more rectangular blocks: a red one and a green one, both with rounded corners. A thin horizontal line with a red, white, and green gradient runs across the page, passing behind the blocks.



## 1. ABOUT US

**Office Times operates on the Russian market since 2014.**



Office Times performs full scope project management functions throughout all project phases including: commercial real estate research and evaluation, development of working space concept and implementation of all project assignments.

We successfully implement the most ambitious and extraordinary ideas in performing projects for companies recognized in Russia and internationally.

Recurrent reference of our Clients is yet another confirmation of our professional approach and service quality.

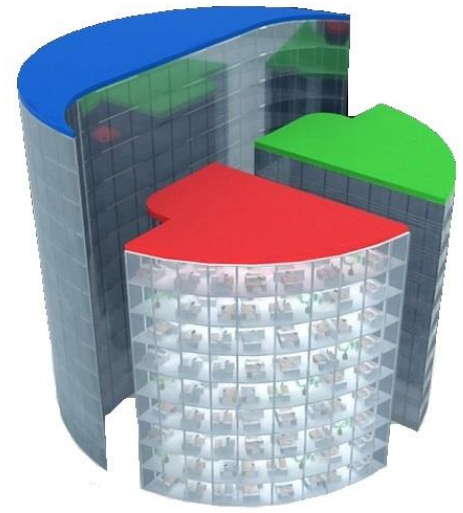
We have outstanding knowledge of the Russian construction market and legislative requirements on project planning and construction.

**Areas** of our expertise include the following:

-  Office compounds
-  Trading centers, sports and entertainment compounds

Our main focus is to develop optimal solutions in organizing convenient and functional working spaces in any area of Russia.

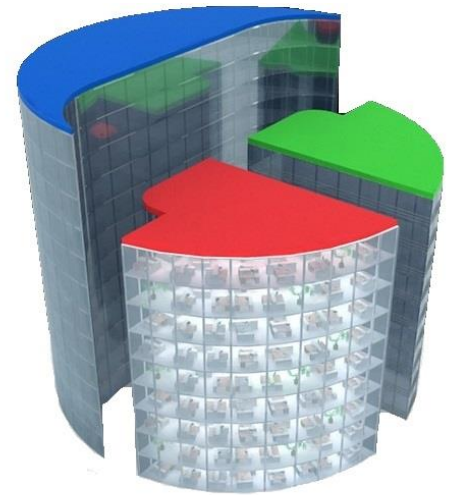
***Performance of each Client assignment involves unique solutions tailored and implemented by our team rather than the use of any standard templates.***





## 2. OUR SERVICES

- Legal and technical analysis of commercial real estate;
- Assistance in determination of economic viability of the projects, financial planning, comparative analysis of facilities;
- Office space design work;
- Architectural and engineering planning, General Design Engineer functions;
- Construction and Installation Work: arrangement, quality and timing control of project works. General Contractor functions;
- Professional commercial real estate Facility manager organization functions;
- Tailored projects on recurrent office services and assignments.

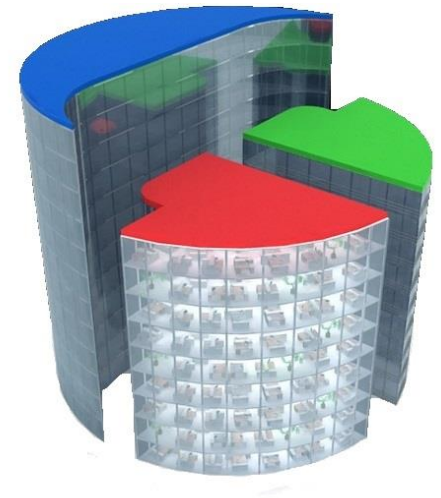


***Office Times offers the most flexible approach to performing services to its clients. We are prepared to perform the above referred services practically in any combination and sequence as you may require.***



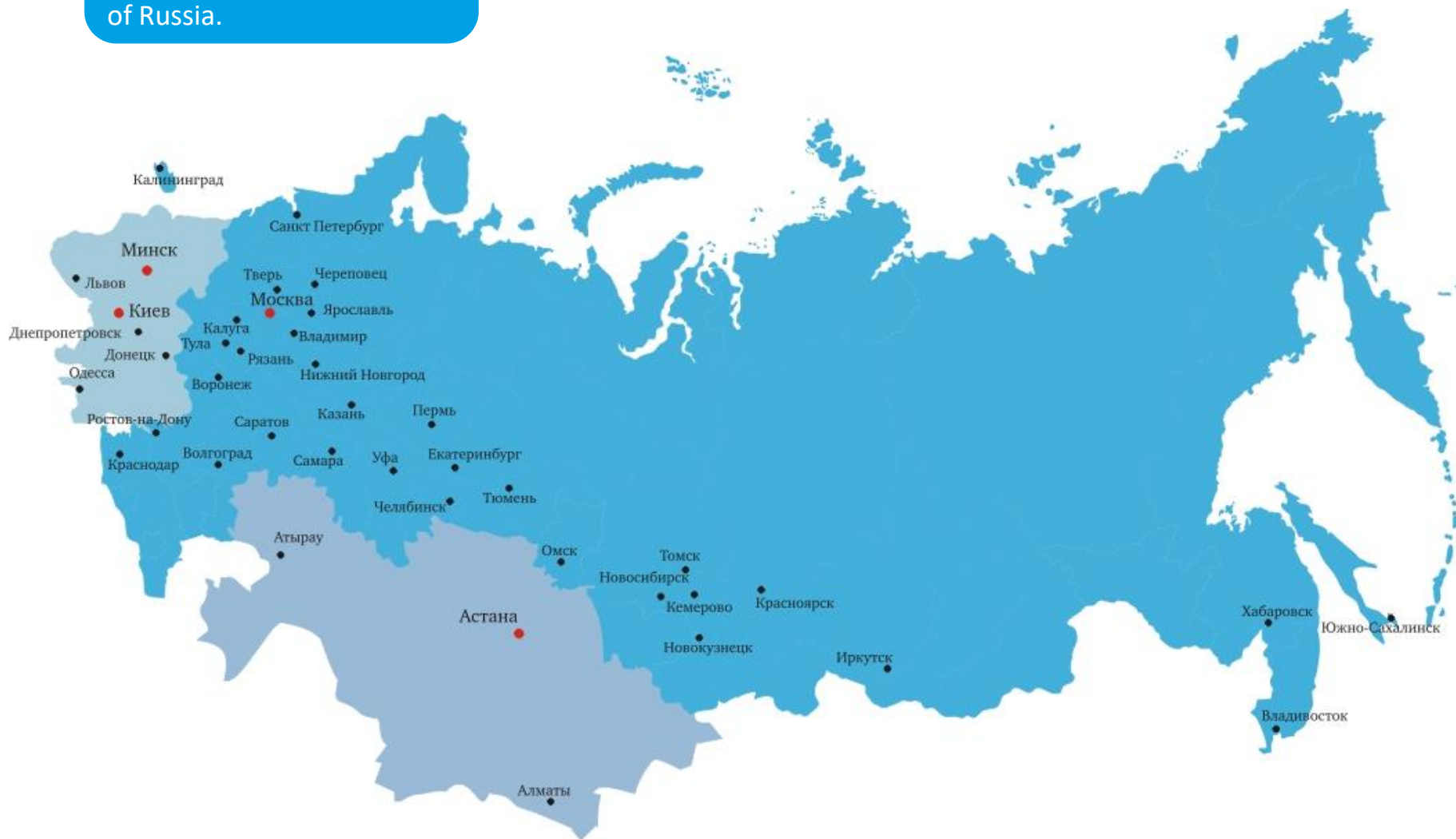
## 3.OUR ADVANTAGES

- Office Times Professional Background and Expertise, based on long term close cooperation with the leading development companies, suppliers of services and materials, managing companies, operating companies, construction and engineering companies and other project counterparts.
- Significant Financial Analysis and Budgeting Background, gained by the Office Times professionals in course of performance of such services as:
  - Legal, financial and technical evaluation of facilities
  - Design work and Project Planning
  - Construction
- Professional Experience in Managing Construction and Installation Works and our constant cooperation with suppliers of goods and services, which enables us to evaluate practically any potential vendors and suppliers in the most balanced and objective manner.
- We offer an Opportunity to Conduct an Engineering Analysis of Facilities involving qualified Office Times engineers.
- Guaranteed Risk Control an Risk Management: the Office Times engineers are capable of professional evaluation of the technical features and conditions of the anticipated facilities as well as manage the very renovation process.



***Office Times acts for and on behalf of the Client and strives to offer the optimal solutions in course of project performance.***

To date the portfolio of projects performed by Office Times team includes facilities located in 34 cities of Russia.





# Office Times



Annual City Competition  
**Moscow City Government**  
**«Moscow Entrepreneur»**

## Awards



On May 29, 2017, the “Moscow Entrepreneur 2016” the most recent one of regular annual competitions, an event of very high significance for all of the entrepreneurs of Russian Federation, took place at the Moscow Government House.

The competition was, as has always been the case, organized by the Department of Science, Industrial Policy and Entrepreneurship in association with the “Moscow Entrepreneurs Association” an Interprovince Public Organization.

We are happy to announce that Office Times has won a prize on this prestigious competition. We gained the “Construction and Architecture” prize of the event.





# PROFESSIONAL BACKGROUND OF OUR TEAM





## 4. OUR CLIENTS

ancor  
ПОДБОР ПЕРСОНАЛА  
И КАДРОВЫЙ КОНСАЛТИНГ

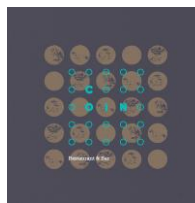
FERRERO

иль де БОТЭ

ПРОДО  
Всегда предлагать лучшее

MARS

Premierpharm



ЮЖ ГРУППА КОМПАНИЙ

ABB

Mondelēz  
International

ERIELL

Auchan

Мултон

city developer  
o,properties

R1  
group

INCANTO

ОЗ ИННОВАЦИЯ  
исследования • разработки

metro

Atlantis

uponor

MULTI TRANS LOGISTIC

КОМПАНИЯ  
ИВЕРСИФИЦИРОВАННАЯ  
ТРОИТЕЛЬНАЯ

payroll solutions  
unistaff

ARVAL  
A BNP PARIBAS company



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**[www.officetimes.ru](http://www.officetimes.ru)**

***We will be happy to present our client references upon request as well as discuss cooperation opportunities at any convenient time.***