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A Tool For Systematic Construction

1. Define the **work packages**.
2. Under each work package, add **Design** as the first task.
3. Under 'Design', add the **activities** related to the work package.

Design

Work Breakdown Structure	Order	Weightage	Sch. Start	Sch. Finish	Progress	Actions
Project	1	0%	00.00.00	00.00.00	0% / 100%	
Cost Estimation	1	0%	00.00.00	00.00.00	0% / 0%	
Execution	2	100%	00.00.00	00.00.00	0% / 0%	

Click on 'Execution' to reach this pop-up screen.

Level	Element	Position	Actions
L1	Project	Initial	
L2	Execution	Intermediate	
L3	Earthwork	Select / Intermediate / Terminal	

After adding all the work packages, enter their order and weightage.

Work Breakdown Structure	Order	Weightage	Sch. Start	Sch. Finish	Progress	Actions
Project	1	0%	00.00.00	00.00.00	0% / 100%	
Cost Estimation	1	0%	00.00.00	00.00.00	0% / 0%	
Execution	2	100%	00.00.00	00.00.00	0% / 0%	
Earthwork	0	0%	00.00.00	00.00.00	0% / 0%	
RCC Structure	0	0%	00.00.00	00.00.00	0% / 0%	
Finishing Works	0	0%	00.00.00	00.00.00	0% / 0%	
Electrical & Plumbing Works	0	0%	00.00.00	00.00.00	0% / 0%	
External Works	0	0%	00.00.00	00.00.00	0% / 0%	

For now, leave these date-fields as it is.

Click here to reach this sub-screen

Work Package : Project > Execution > Finishing Works

Task	Exp. Start	Exp. Finish	Status	Actions
Design	01.01.26	01.01.26	0% over	
Blockwork & Plastering (40%)	*While adding the task, enter both these dates the same as the date on that day.*		Not Started	
Doors & Windows (20%)			Not Started	
Tiling (20%)			Not Started	
Painting (20%)			Not Started	

For each activity, attach the following details:

(a) material/work specifications
(b) relevant drawings (plan, elevation, section, work-sequence, shop drawing, 'as-built' drawing etc.)
(c) material/work quantities derived from the drawings
(d) list of materials (along with their quantities) to be procured by the owner
(e) materials storage plan
(f) quality checklist

Estimate

1. Add the **estimation-related tasks**.
2. For each task, calculate the cost in Excel, and set up the summary on the lines below. Attach the calculations.

Work Breakdown Structure	Order	Weightage	Sch. Start	Sch. Finish	Progress	Actions
Project	1	0%	00.00.00	00.00.00	0% / 100%	
Cost Estimation	1	0%	00.00.00	00.00.00	0% / 0%	
Execution	2	100%	00.00.00	00.00.00	0% / 0%	

Click here to reach this sub-screen

Work Package : Project > Cost Estimation

1

Task	Exp. Start	Exp. Finish	Status	Actions
Earthwork in excavation	00.00.00	00.00.00	0%	
Earthwork in backfilling	00.00.00	00.00.00	0%	
Concrete-Shuttering-Reinforcement works	00.00.00	00.00.00	0%	
Waterproofing	00.00.00	00.00.00	0%	
Blockwork & Plastering	00.00.00	00.00.00	0%	
Doors & Windows	00.00.00	00.00.00	0%	
Tiling	00.00.00	00.00.00	0%	
Painting	00.00.00	00.00.00	0%	
Plumbing work	00.00.00	00.00.00	0%	
Electrical work	00.00.00	00.00.00	0%	
External paving	00.00.00	00.00.00	0%	
Miscellaneous works	00.00.00	00.00.00	0%	

Click on the desired task to reach the corresponding sub-sub-screen

Don't enter these dates.

They are not required for cost estimation.

Notice that these estimation-related tasks are exactly the same as the design-related activities from the different work packages.

This is logical because the 'estimate' can be prepared only after there is clarity about the 'design' and the 'scope'.

Task : Cost Estimation > Tiling

Quantify | Estimate

Description		Quantity	Rate	Amount	Actions
Services					2 +
Original Estimate		2000.000 ft2	₹ 40.00	₹ 80,000	
Additional Estimate		0.000 ft2	₹ 0.00	₹ 0	
Materials	*By default, keep each 'Additional Estimate' row blank.*				+
Original Estimate		2000.000 ft2	₹ 80.00	₹ 1,60,000	
Additional Estimate	*Use this row only if the original estimate falls short.*	0.000 ft2	₹ 0.00	₹ 0	
Indirect Costs					+
Original Estimate		2000.000 ft2	₹ 10.00	₹ 20,000	
Additional Estimate		0.000 ft2	₹ 0.00	₹ 0	

Services: *In this section, estimate the cost of work that will be executed by contractors. Include the cost of materials and tools to be brought by the contractors.*

Materials: *In this section, estimate the cost of those key materials alone that would be brought by the owner. For example, cement.*

Indirect Costs: *This section is meant for all those miscellaneous costs (roughly 5-10% of the total cost) that cannot be (or, need not be) estimated in detail.*

Schedule

1. Under each work package, add the further **execution-related tasks**.
2. Enter the exp. start/finish dates for the tasks.
3. Enter the sch. start/finish dates for the work packages.

Work Breakdown Structure	Order	Weightage	Sch. Start	Sch. Finish	Progress	Actions
Project	1	0%	00.00.00	00.00.00	0% / 100%	
Cost Estimation	1	0%	00.00.00	00.00.00	0% / 0%	
Execution	2	100%	00.00.00	00.00.00	0% / 0%	
Earthwork	1	10%	00.00.00	00.00.00	0% / 0%	
RCC Structure	2	30%	00.00.00	00.00.00	0% / 0%	
Finishing Works	3	30%	00.00.00	00.00.00	0% / 0%	
Electrical & Plumbing Works	4	20%	00.00.00	00.00.00	0% / 0%	
External Works	5	10%	00.00.00	00.00.00	0% / 0%	

Click here to reach the corresponding sub-screen

3

Work Package : Project > Execution > Earthwork

1

Task	Exp. Start	Exp. Finish	Status	Actions
Design	01.01.26	01.01.26	100% over	
Excavation	01.03.26	15.03.26	0% over	
Backfilling	16.04.26	30.04.26	0% over	

2

Note that the 'exp. start' of an execution-related task might sometimes depend upon the 'exp. finish' of a task which lies under a different work package. For example, 'backfilling' cannot start until 'construction of foundation' gets over.

Calculating the 'sch. start' and 'sch. finish' dates for the work packages is easier. Usually, the 'exp. start' for the first execution-related task is the 'sch. start' for the work package. Similarly, the 'exp. finish' for the last execution-related task is the 'sch. finish' for the work package.

1. Add the **service/material items**.
2. Attach all the related documents.
3. Lock the rows after doing the necessary checks.

Procure

Services | Materials

To reach this screen, press the 'Procure' tab. You will find this tab at the top of the page.

Item	Rate	Quantity	Actions
Earthwork in excavation			+
Earthwork in backfilling			+
Concrete-Shuttering-Reinforcement works			+
Waterproofing			+
18.10.26 - (VRYMJG) Charges for designing and deploying a suitable weatherproofing mechanism in order to enable the installation of sliding windows whose shutters can slide along the outer face of the wall.	₹ 10.00 / no	5000.000 no	

What to check?

(a) Has the item been added under the same activity in which its cost was estimated?
(b) Is the 'rate' and the 'item-description' matching with the work order?
(c) Is the quantity being claimed (by the contractor) fully executed?
(d) Is the quantity-calculation correct?
(e) Is the quality of the work in line with the architect's checklist?

Services | Materials

Item	Rate	Quantity	Actions
Earthwork in excavation			+
Earthwork in backfilling			+
Concrete-Shuttering-Reinforcement works			+
Waterproofing			+
Blockwork & Plastering			+
Doors & Windows			+
18.10.26 - (WKTYED) SDP Aluminum Window 4 ft x 4 ft (The Sliding Design Plus Window is a window that slides on the outside and provides improved ventilation with effective waterproofing).	₹ 10000.00 / no	10.000 no	

What to check?

(a) Has the item been added under the same activity in which its cost was estimated?
(b) Is the 'rate' and the 'item-description' matching with the purchase order?
(c) If the material is delivered, are the delivery challans attached?

1. Add the **execution-related subtasks**.
2. Enter the targets dates and the actual finish dates.
3. Attach the progress-photographs.

Execute

10.10.26

Work Breakdown Structure	Order	Weightage	Sch. Start	Sch. Finish	Progress	Actions
Project	1	0%	01.03.26	31.10.26	70% / 97%	
Cost Estimation	1	0%	00.00.00	00.00.00	0% / 0%	
Execution	2	100%	01.03.26	31.10.26	70% / 91%	
Earthwork	1	10%	01.03.26	30.04.26	100% / 100%	
RCC Structure	2	30%	16.03.26	31.05.26	100% / 100%	
Finishing Works	3	30%	01.06.26	31.08.26	83% / 100%	
Electrical & Plumbing Works	4	20%	01.08.26	30.09.26	24% / 100%	
External works	5	10%	01.09.26	31.10.26	0% / 65%	

Click here to reach the corresponding sub-screen

Target	15.08.26
Actual Finish	dd.mm.yy

2

Work Package : Project > Execution > Finishing Works

Task	Exp. Start	Exp. Finish	Status	Actions
Design	01.01.26	01.01.26	0% over	
Fixing of door frames	01.06.26	03.06.26	100% over	
Construction of walls	04.06.26	25.06.26	100% over	
Laying of floor tiles	26.06.26	04.07.26	100% over	
Fixing of wall tiles	26.06.26	04.07.26	100% over	
Internal plastering	05.07.26	24.07.26	100% over	
Internal painting	25.07.26	31.07.26	100% over	
Construction of external architectural features	01.08.26	04.08.26	100% over	
External plastering	05.08.26	15.08.26	50% over	
Front portion (50%)			Finished	
Rear portion (50%)			Targeted	
External painting	20.08.26	26.08.26	0% over	
Fixing of door shutters and sliding windows	27.08.26	31.08.26	0% over	

1

3

Click the 'Status' to reach this pop-up screen