

COMPANY PROFILE



Premia for Real Estate Assets Management & Supplies



Responsibilities of Property Management at Premia

A Property Management Company is responsible for the comprehensive management, operation, and preservation of real estate assets to ensure optimal performance, tenant satisfaction, and long-term value.

Premia for Real Estate Asset Management & Supplies manages and operates commercial and administrative real estate assets on behalf of their owners, and supplies what these assets need.



Property Operations & Administration

- Full management of day-to-day property operations
- Implementation of operational policies and procedures
- Management of property documentation, records, and contracts
- Coordination between owners, tenants, and service providers

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Tenant Management & Relations

- Leasing coordination and tenant onboarding
- Handling tenant communication, inquiries, and complaints
- Lease administration, renewals, and terminations
- Enforcement of property rules and regulations

03 Facilities & Maintenance Management

- Preventive and corrective maintenance planning
- Supervision of cleaning, security, landscaping, and waste management services
- Management of technical systems (MEP, HVAC, elevators, fire systems)
- Emergency response and issue resolution

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Financial Management

- Preparation and control of operating budgets
- Collection and management of rents and service charges
- Cost control and expense optimization
- Financial reporting and performance analysis



05 Vendor & Contract Management

- Selection, negotiation, and supervision of contractors and suppliers
- Contract administration and service level monitoring
- Quality control and compliance with agreed SLAs

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Legal, Safety & Compliance

- Ensuring compliance with local laws, regulations, and permits
- Health, safety, and environmental management (HSE)
- Coordination with governmental and regulatory authorities
- Insurance coordination and risk management

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Asset Value Enhancement

- Property performance optimization
- Recommendations for upgrades, renovations, and improvements
- Market analysis and benchmarking
- Support in increasing occupancy rates and asset value

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Reporting & Owner Communication

- Regular operational and financial reporting to property owners
- Performance reviews and strategic recommendations
- Transparent communication and accountability

09 Supplies

- General supplies of equipment, devices, and operating & maintenance materials
- Cleaning materials, furniture, and office & hotel furnishings
- Solar & renewable energy systems: supply, installation, and maintenance
- Auto parts and accessories, especially electric vehicles, batteries, and chargers
- General trade and distribution
- Installation of supplied items on request

Optional (for Malls / Commercial Properties)

- Mall operations and tenant mix management
- Common area management (CAM)
- Marketing coordination and event support
- Footfall and performance monitoring



TEAM EXPERIENCE & PROFESSIONAL EXPERTISE

Shopping Malls Operations & Property Management

At PREMIA, our team brings together extensive professional experience in shopping mall operations, property management, facility management, and commercial asset management.

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YEARS OF COMBINED EXPERIENCE

Our Team's Areas of Expertise

1. Property & Mall Management

- Overall mall management and operational planning.
- Budget preparation, operating cost control, and financial reporting.
- Service charge management and common area cost control.
- Coordination with developers, property owners, and tenants.

2. Facility Management & Engineering

- Hard and soft services management.
- Preventive and corrective maintenance.
- HVAC, electrical, plumbing, fire protection, and life safety systems.
- Energy efficiency, utilities management, and technical compliance.

3. Operations & Customer Experience

- Daily mall operations and service quality monitoring.
- Security, housekeeping, parking, and waste management.
- Health, Safety & Environment (HSE) compliance.
- Customer satisfaction and operational performance improvement.

4. Leasing & Commercial Management

- Tenant coordination and lease administration.
- Tenant mix planning and commercial space utilization.
- Leasing support, occupancy improvement, and tenant relations.
- Coordination of retail promotions and marketing activities.

5. Financial & Performance Management

- Annual operating budgets and expenditure monitoring.
- KPI development, SLA monitoring, and performance reporting.
- Contractor evaluation and service delivery control.
- Operational risk management and cost optimization.

Our Team's Track Record

Our team's collective experience includes involvement in the operation, management, and development of operational standards across prominent retail and real estate destinations, including:



GARDEN 8

And many other projects.



Our Commitment

PREMIA is committed to delivering integrated property and facility management solutions that enhance asset value, improve operational efficiency, optimize operating costs, and create a safe, attractive, and commercially successful environment for tenants, visitors, and property owners.

Contact Us

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