**BIO-DATA**

# Position A/F: Procurement & Contracts



**Name** : **MANOJ RAGHAV**

# Mobile No. : 9910075272

**E-mail ID :** **mksraghav@rediffmail.com**

**Address** : 1203, Devika Apartment, Sector-4, Vaishali, Ghaziabad-201010

# LinkedIn Profile URL : www.linkedin.com/in/mksraghav

# Professional Objectives:

Seeking a challenging and demanding position at senior level in **Procurement, Contracts, Sourcing, Materials Management & Supply Chain function** with a professionally managed company providing conducive working environment where my full potential and capabilities can be unleased.

**Profile Summary:**

A seasoned Techno-Commercial Professional having over three decades enriched experience of working with the large organizations of repute in Engineering, Automotive, Electrical, Mechanical, Metal & Mining, Construction, Civil, Highways, Rail & Metro Infrastructure & EPC, Power Transmission, Solar etc.

Steered all facets of Supply Chain Management entailing- Sourcing, Vendor Development, Negotiation, Procurement, Materials Planning & Scheduling, Budgeting, Outsourcing/Sub-contracting Import**,** Export**,** Capex, Opex**,** Project Procurement**,** Contracts**,** Logistics, Spend Analysis**,** Reverse/Forward AuctionIndigenization**,** VA/VE Analysis**,** Cost optimization, ERP-SAP/Oracle/Baan/e-Biz-MM Module.

**Strengths:**

Strong commercial/business acumen, Un-questionable Integrity, Innovative thinking & Optimistic Approach**,** Self- motivated individual with excellent interpersonal skills**,** highly effective in decision making, Flexible and responsive to rapid change and strong ability to operate in a very dynamic environment. Strong believer of “Believe in Self” and build confidence in team to "Dream Big"​ and set high targets and motivate them to achieve the un-achievable. Always keep team towards being responsible citizen and contribute towards Society & Green environment initiatives.

**Personal Values:**

Honesty, Integrity, Kindness, Health, Learning, Courage, Dependability

**Qualifications:**

* B.E. (Mechanical)-University of Rajasthan in 1987
* PG Diploma in Materials Management- Annamalai University in 1990
* Diploma in Export-Import Management-Productivity Council, Bombay in 1995
* Diploma in Customs & Central Excise-National Institute of Export Management in 2000
* Diploma in Transport Economics & Management-Institute of Rail Transport in 2012

**Certifications:**

* Chartered Engineer awarded by The Institution of Engineers India. Kolkata
* Solar Chartered Engineer awarded by the Solar Energy Society of India, New Delhi.
* Approved Valuer (Plant & Machinery) awarded by the Institute of Valuers, New Delhi
* Certificate in Solar Energy from NIESBUD (Ministry of Skill Development & Entrepreneurship)
* Certificate Program on Good & Service Tax (GST) conducted by NIESBUD (Ministry of Skill Development & Entrepreneurship)
* Commercial Contracts drafting organized by i-Pleaders, New Delhi

**Professional Achievements:**

* **Indigenization and Import Substitution**-Played a key role in the indigenization of imported items/Tools resulting in substantial cost saving and foreign exchequer.
* **Cost optimization/Control & monitoring**-Through the techniques of Standardization, Simplification & Value Engineering
* **ERP Implementation**-Improved speed of work, Enhanced Purchasing Process Efficiency, Standardization of Process
* **Systems & Procedures Upgradation**-Developed SOPs, ISO Implementation, Standardization of Process

**Projects Handled:**

1. Industrial Buildings (Both PEB & RCC), Corporate Business Parks, Office Buildings & Interiors, Corporate Tower
2. Railway Station Buildings & Staff Quarters
3. RVNL Rail and Metro Projects in India and Bangladesh
4. Highways & Toll Plaza Maintenance & Operations
5. Solar Energy Projects
6. Water Projects-Rain Harvesting, RO, STP, ETP, Softening Plant

**Work Experience:**

**1. Cube Highways & Transportation Assets Advisors Pvt.  Ltd.** as **Senior Vice President-Procurement & Contracts**, Feb`2022 to Feb`2023.

**Responsibilities:** Negotiation & Finalization of the Orders/Contracts for Highways Routine Maintenance, Major/Periodic Maintenance, Overlays, Toll Plaza Operations, ROW, Security, RTV, Ambulances, Route Patrolling, Plant & Plantation. Procurement of Capex items, Road Furniture & Safety items, Signages, TMS/ATMS equipment, IT Hardware, Software, Peripherals, Consumables, Road Marking work etc.

**2. OKAYA Power Group,** Delhi as **Vice President-Supply Chain,** May`2020 to Oct`2020

**Responsibilities**-Sourcing, Negotiation, Procurement, Contracts, Imports, Logistics, Store & Inventory Control, Production Planning & Control, Warehousing activities for Lithium-Ion Cells, BMS,SOC, Cell Holders, CRCA Cabinets & Racks, Battery BOM Items, Consumables, Instruments, EV Chargers, Solar Street Lighting System, 2-in-One SSL System, All-in-One SSL System, Home Lighting System, Lithium Battery Bank, VRLA Batteries, Electric Vehicle Charging Stations, Energy Storage Systems, Solar Power Projects.

**3. Taxmaco Rail & Engineering Ltd**., Delhi as **General Manager & Head-Global** **Procurement & Supply Chain Management**, March`2016 to April`2020

**Responsibilities-** Procurement, Sourcing, Contracts, Imports, Exports, Logistics, Store & Inventory Control activities for all the Indian Railways (RVNL) & Metro Rail projects across India as well as overseas.

Procurement ofSignalling & Telecommunication items, P-Way & Track Items, Construction & Civil Materials, ConstructionMachinery, Plant & Equipment, Automatic Fare Collection system for Metro Rail projects.

**Work Contracts**: -Earth work, Bridge work, Fabrication & Erection, P-Way Linking Installation work, Construction of Buildings (Service/Residential), Platforms at Railway Stations, Fencing (RCC/Barbed wire), Platform Shelters, FOBs etc

**Leasing & Hiring**: Construction, Earth Moving & Material Handling Equipment

**Transport Contracts**: - PAN India Transport Contracts for movement of materials from the Vendor`s end to the Construction/Work execution Sites.

**4. Systematic Cons-Com Limited** (Central Purchasing & Projects Division of **Samvardhana Motherson Group**, Noida as **General Manager & Head-Central Purchasing & Logistics,** Aug`2006 to March`2014

**Responsibilities-**Procurement of Indirect items, Raw-materials, General Industrial Consumables, Maintenance, Repair & Operating Supplies. Packaging Items, Lab Chemicals & Apparatus, Measuring Instruments, IT Hard wares, Software & Peripherals, CCTV & Surveillance items, Attendance & Access Control System, Stationery, Pantry & House-keeping items, Employees & Staff Uniforms. Annual Contracts for Materials as well as Services/AMCs.

Project Procurement/Capital Goods, Construction Raw-Materials, Construction Chemicals, RO/STP/ETP Plants, Furniture, Interior & fittings, Air Conditioning & Air-Cooling systems, Lifts & Elevators, Material Handling & Conveying equipment, Fire Hydrant & Fire Fighting Equipment, Clean Room, Industrial Gates/Doors; Cleaning & Scrubbing Machines, Mezzanine Floor etc.,

Central Store & Inventory Control

**Logistics Contracts**-Negotiation and finalization of the Logistics Contracts for all the Sumi Motherson Group Units spread across India for movement of finished goods from the group companies to the customers as well as inter-unit transfer of materials. Periodic review meeting with the Transporters & Group Units. In-transit insurance.

**5. VEDANTA Resources (Konkola Copper Plc), Zambia** as **Associated General Manager-Commercial**, April`2006 to June`2006

**Responsibilities-** `Global Sourcing, Cost reduction, Logistics contracts.

**6. HINDALCO Industries Limited** (Aluminium Division), Renukoot as **Manager-Procurement**, June`2001 to March`2006

**Responsibilities-** Raw Material Planning & Scheduling. Negotiation & Finalization of Contracts for Procurement of Key Raw Materials required for Alumina Division, Aluminium Smelter & Captive Power Plant. Receiving, Storage, Handling & Inventory Control of Raw Materials. Sourcing, Selecting, Developing and Evaluating Vendors based on QCDESM. Identification of Cost Drivers and controlling cost. In-bound Logistics (both Road as well as Rail)

**7. Hyundai Unitech Electrical Transmission Limited (EPC),** Gurgaon as **Manager-Materials**, Jan`2001 to June`2001

**Responsibilities**-Procurement of Transmission Line Tower Parts Line Hardware, Fittings, Fasteners, Earthling accessories, HT & LT Angles, Zinc. Negotiation and finalization of Contracts (Techno-Legal-Commercial) Entering into Rate Contracts with the Vendors/Contractors/Sub-contractors and awarding contracts for Supply/ Services/Construction and monitoring of the same till completion of the Order. Ensuring legal/statutory compliance for all contracts and procurement. Project Cost optimization/Cost control. Relevant activities associated with the imports of materials e.g., Advance License, Invalidation letters/AROs, Duty Drawback, Refund of Terminal Excise Duty etc. Negotiation & Finalization of Transportation Contracts for Inward movement of Raw-Materials & Components and Outward movement of finished goods to the Project Sites.

## **8. LML Limited (Scooter Unit),** Kanpur as **Manager-Materials,** Sep`1995 to Feb`1998

**Responsibilities**-Materials planning and Procurement of BOM Items, Raw-Materials. Sourcing, Selecting and Developing Vendors, Vendors Rating, Cost reduction.

**9. National Engineering Industries Limited (NBC Bearings**), Jaipur as **Senior Engineer-Purchase & Vendor Development,** July`1990 to Aug`1995

**Responsibilities**-Materials Planning & Scheduling. Procurement of Components, Raw Materials, packaging materials, Measuring Instruments & Gauges Tools, Jigs & Fixtures, Mould & dies, Conveying equipment, Indigenization of imported Items, Cost-reduction through techniques of standardization, simplification & VA/VE. Sourcing, selecting, developing & evaluating vendors based on quality, delivery, Cost & capacity.

## **10. Stallion Shox Limited (Monroe)**, Surajpur as **Engineer-QA**, Feb`1989 to June`1990

**Responsibilities**-Incoming, In-process and Final Inspection and Quality Assurance

## **11. Jaipur Metals & Electricals Limited**, Jaipur as **Materials Executive**, Sep`1987 to Feb`1989

**Responsibilities**-Incoming Materials Inspection, Vendor Development

**Joining Period:** Can join immediately.