
Mr. KRUNAL MEHTA

Assistant Manager – Strategic Sourcing and Procurement (Mechanical – O&M and Projects)

B.E. Mechanical Engineer with 7 Years Work Experience.

CAREER OBJECTIVE

A competent Procurement Engineer with excellent communication, organisation and co-ordination skills. Possessing a proven track record of preparing and executing procurement plans and programmes, ensuring that work is carried out in accordance with the organizational policies satisfying all the stakeholders of the task.

ATTRIBUTES

- Good problem solving, interpersonal and communication skills.
- Flexible and inquisitive nature with desire to learn new concepts.
- Ability to multi-task in a challenging engineering environment.
- Sense of urgency in dealing with issues and tasks.
- Cultivation of risk management skills through anticipation and forecast.

SKILLS

- Procurement of engineered equipment & materials including spare materials which mainly comprises of tasks like budgeting, comparison of bids on techno-commercial grounds, negotiation with Vendors/ Contractors, order placement on ERP/ SAP system as per contractual requirements, approval of documents from Employer end and Vendor/ Contractor evaluation and management.
- Supply chain management.
- Process Improvement.
- Developing sourcing strategies
- Contract preparation and management.

CAREER HIGHLIGHTS

- Timely procurement of material/ equipment for NC -1A, GWIL Gadhdha project, executed as emergency project under direct supervision of Government of Gujarat, August 2012 – March 2013.
- Timely procurement of material/ equipment for Singatalur Lift Irrigation Scheme Project Stage 1, 2 & 3.
- Part of Milestone team for construction of Asia's first 1.2 GW capacity Solar Cell and Module manufacturing plant at Mundra.

CAREER PROFILE

Currently working with **Adani Infra India Ltd., Ahmedabad** as Assistant Manager – Techno Commercial Department (Mechanical) since Aug'2015 ensuring procurement activities as per Service Level Agreement (SLA). Broadly, the responsibilities are:

- Preparation of contractual and commercial aspects of any project tenders, in consultation with the user departments. Preparation and compilation of Contract documentation in association with Legal and Finance groups to ensure viability, legality, interpretation and ease of administration.
- Development of the Bidders list(s), including any pre-qualification exercises and evaluations required.
- Perform tender administration activities, including preparing tender clarifications, tender bulletins and conducting pre-tender meetings.
- Coordinate the technical, un-priced commercial evaluation of tenders and conduct the subsequent priced commercial evaluation of technically acceptable tenders. Prepare the techno-commercial evaluation report and recommendations.
- Preparation of purchase orders/ Contracts/ rate Contracts related to Projects, Operation and maintenance, Technical Services and Operations, as requested by the user departments, ensuring review and approval by the relevant parties.

- Perform all necessary post-award administration in order to manage the implementation of the purchase/ service orders.
- Review, advise and negotiate revised terms, variation order requests, change orders, claims, etc.
- Coordinate the final close-out of completed purchase order(s) by ensuring proper resolution of all outstanding issues and/ or disputes with Contractors.

Previously worked with **Kirloskar Brothers Ltd., Pune (Aug'2014 to Aug'2015)** as Assistant Manager - EPCC Water Projects, Water Resource Management sector since Aug'2014 ensuring that all procedures of procurement are performed in accordance with specifications, statutory requirements, laws, rules, regulations and other contractual requirements with due regards to safety, operability and maintainability. Broadly, the responsibilities were:

- Contractual review of project in association with marketing/ business development executives and other stakeholders.
- Preparation of Procurement budget, cash flow and contribution statements based on the purchase and sales target of the company.
- Preparation of procurement schedule in accordance with contractual and organisational requirements.
- Monitoring Procurement of materials/ equipment/ spares as per contractual agreement and Annual Operating plan.
- Supply chain management for in-house products.
- Review and analysis of Annual Operating Plan.

Previously worked with **Jyoti Ltd., Vadodara (Sept'2010 to July'2014)** as Executive, Projects in Power and Irrigation Projects primarily involved in following stages of procurement and SCM:

- Coordination of internal and external engineering activities and the interdisciplinary interfaces in close coordination with the discipline team leaders.
- Ensure technical requirements defined in the contract are properly incorporated in the engineering deliverables.
- Manage and facilitate communication across the engineering functions to ensure that the project objectives and needs are met.
- Coordinates internal and external design reviews.
- Prioritising and organising project tasks into the required timeline.
- Support the cost control and forecasting activities in the engineering disciplines.
- Monitor the execution of the quality assurance program for compliance to project requirements.
- Coordination of internal, external claims and other technical issues.
- Conduct technical-commercial negotiations, bid evaluation for package units and other costly equipment.
- Provide liaison services between engineering and construction. Attend bid conferences for the major subcontracts on the assigned projects. Provide bid review and scope compliance analysis of the subcontractor proposals.
- Conduct weekly project review meetings.

KNOWLEDGE PURVIEW:

- A strong track record in delivering supply of materials/ equipment on time and within budget.
- Technical knowledge of Electro Mechanical Equipment utilized in EPC Power and Irrigation projects like pumps, motors, REJ, Valves, pipes, reducers, expanders, crane, fabrication equipment, etc.
- Knowledge of commercial parameters involved in procurement and contracts and experience in managing cash flow, contribution of the project.

PROCUREMENT PROJECTS UNTERTAKEN AT ADANI POWER LTD; KBL AND JYOTI LTD:

- Procurement of Condensate Storage Tanks for Mundra Solar PV Ltd (MSPVL).
- Compressed Air System Piping Works for Mundra Solar PV Ltd (MSPVL).
- Ventilation and Air Conditioning Package for Electronics Manufacturing Cluster, Mundra, Gujarat (Value – 4.5 Crores).
- PMC_Khadakwasla Raw water Intake Pumphouse Project, Pune, Maharashtra (Value – 8.5 Crores).
- IICL Raw water Intake Pumphouse Project for 5x270 MW Sinnar TPP, Nasik, Maharashtra (Value – 11 Crores).
- Sardar Sarovar Canal based drinking water Supply Project NC-1A, GWIL, Gujarat (Value – 24 Crores).
- KNNL Singatalur Lift Irrigation Scheme - Stage 1, 2 & 3 , Karnataka (value – 42 Cr).

EDUCATIONAL QUALIFICATION:

- P.G Diploma in Business Management - Faculty of Commerce, M. S. University, Vadodara – 2012
- B.E. in Mechanical Engineering - G. H. Patel College of Engineering and Technology, Sardar Patel University, Vallabh Vidyanagar - 2010
- H.S.C. (10+2), from Baroda High School, Vadodara - 2006
- S.S.C. from The Mother's School, Vadodara – 2004

PERSONAL DOSSIER:

- Residential Address : B-30, Sampat Park Colony, Nr. D.R.Amin School, Gotri Road, Vadodara - 390007
- Email Address : kym071988@gmail.com
- Contact number : +91-99793 96507
- Date of Birth : 09th August, 1988
- Languages known : English, Hindi & Gujarati
- Passport no. : K 8633373