



# Ravi Sharma

Manager - Supply Chain ~ Global Procurement ~ Tendering ~ Contracts Management ~ Vendor Management ~ Strategic Sourcing.

Results-Driven Procurement Leader | 15+ Years of Experience in Strategic Sourcing, Contract Management & Cost Optimization experience in industries such as Auto Industries, IT infrastructure & Automation, Manufacturing (Sugar, Distillery, Power, and Steel), Turkey Projects (Control Room Interior & Control Desk Console, Brewery & Beverages), and Mining Industries (underground metal mining) with leadership skill in Procurement Strategic/Global Sourcing/Contract Management/Supplier Maturity Development, Value Engineering that directly results in efficiency improvements & cost savings.



## Experience

2024 - Continue Kajora, West Bengal  
Company Name | Knowteq Equipcare LLP.

### Manager - Supply Chain Management

- Design, implement, and manage global supply chain strategies that align with business objectives, improve efficiency, and reduce costs.
- Global Sourcing Identifying and negotiating with international suppliers for materials, components, or finished goods, considering factors like cost, quality, reliability, and lead times
- Liaise with internal stakeholders, building and adeptly maintaining complex (at times, challenging) relationships, particularly with senior or mid-senior leaders.
- Supplier Relationship Management, Supplier Performance Measurement, Evaluation and Improvement, 360-Degree Supplier Evaluation, Procurement Risk Assessment, and Mitigation Plan.
- Supplier Development, Segmentation, and Performance Analysis: Develop and implement supplier development programs, segment suppliers based on risk and strategic importance, and analyze supplier performance.
- Working with CHAs to prepare and submit accurate customs documentation to ensure smooth clearance of goods through customs.
- Utilising real-time tracking systems to monitor the movement of goods via sea or air throughout the supply chain, identifying potential delays or issues promptly
- Contract negotiation and drafting of materials, supplies, and equipment's AMC.
- Prepare a process and guidelines for supplier or vendor selection and ensure that the quality guidelines defined by the company are adhered to.
- Work out on product price escalation and submit a report to the pre-sales team, project team, and management for order OTD support.
- Focus on total cost ownership (TCO), incorporating customer needs, organisational goals, and market conditions.
- Oversee global sourcing and procurement activities, including contract negotiations, and supplier performance management.
- Develop and implement inventory management strategies to optimize stock levels, reduce inventory costs, and improve fill rates.
- Oversee logistics and transportation operations, including carrier selection, freight audit, and payment.
- Identify, assess, and mitigate global supply chain risks, including supplier insolvency, natural disasters, and regulatory changes.
- Participate in the evaluation process as a team member for key procurements (at the corporate and project levels)
- Category Management: Manage 100 crore procurement activities for various categories, including: Mechanical Items, Auto Electrical, Undercarriage & GET Spares, Engine Spares, Hydraulic Spares Parts, Gear Box and Transmission Spares, Oil & Lubricants, Tire, Tube, Flap, Pneumatic Spares, Domestic & Industrial Electrical Items, Pipes & Fittings, Tools & Tackles, Civil items, Steel & Iron, Safety Items, IT & Surveillance, Printing & Stationery & Housekeeping Items.

### Additional Responsibilities:

- Global Aftermarket Spares Development: Establish and grow a global aftermarket spares manufacturing company, specializing in parts for Volvo Tipper, Excavator, L&T Komatsu Grader, and Loader.
- Strategic Procurement Partnerships: Negotiate and manage annual rate contracts with key suppliers, including:
  - Gulf Oil: Industrial oil, lubricants, and greases.
  - MRF & BKT Tires: Industrial heavy OTR tires.
  - Welding Accessories: Sourcing and procurement of welding equipment and consumables.
  - Self-Starter & Alternator: Procurement and supply chain management for starters and alternators.

## Contact

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## Skills

- Project Procurement Management
- Global Sourcing & Supply Chain
- Financial Acumen
- Value Engineering for Budget Adjustment
- Cross Functional
- Innovation and Disruption Adaptability
- Supplier Relationship
- Supplier Diversity
- Ethical Decision-Making
- Continuous Improvement
- Contract Negotiation & Management
- Supplier Maturity Development
- SOP and Procurement process rules defined and implemented
- Skill Matrix (Gap Analysis, training & evaluation)
- SAP Module - Oracle ERP, SAP MM Module, Ariba & SRM.
- MS Office Tool - MS Word, Excel, PPT Presentation
- Audit - IPCAT, GREAP and IMS & Internal Audit



# Reference

**CA Sandeep Arora**

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## Education & Qualification

- **MBA in Operational Management, 2013 - Amity University**
- **CA Inter Qualified - 2011 Institute of Chartered Accountant of India**
- **Bachelor of Commerce (B.com), 2009 Burdwan University West Bengal**
- **Higher Secondary (XII) 2006, West Bengal Council of Higher Secondary Education**
- **Board Exam (X) 2004, West Bengal Board of Secondary Education**

## Personal Interests



## Languages

**English - Speak, Read & Write**

**Hindi - Speak, Read & Write**

2023 - 2024 Hyderabad, Telangana

Company Name | ACS Technologies Limited.

## Manager Procurement

- Project Procurement of IT Infrastructure, Security and Surveillance, Command Centre, System Integration, SAP and DMS Application Support for Defense Units, IOT and Software Products, Smart IOT Automation Technologies, and Digital Signage's system.
- Closely working with account and finance for Letters of Credit (LCs), Bank Guarantees (BGs), open account payments, and international transactions
- Coordinating with Freight Forwarders and CHAs: Collaborating with freight forwarders to arrange efficient and cost-effective transportation of goods from the point of origin to the final destination
- Prepare a process and guidelines for supplier or vendor selection and ensure that the quality guidelines defined by the company are adhered to.
- Workout on product price escalation and submit a report to the pre-sales team, project team, and management for order OTD support.
- Focus on total cost ownership (TCO), incorporating customer needs, organisational goals, and market conditions.
- Skill Matrix (Gap Analysis, Training, and Evaluation). Maintain process flow in the WRT-defined system vs. weekly submittal.
- Monthly and Quarterly review of Individual Target Sheet Vs Performance Tracking Report as per Business Improvement Sustainable Target, i.e Time, Cost, and Process Quality

## Accomplishments & Project's

**Customer Name - Defence Electronics Research Laboratory (DLRL)-DRDO, HYDERABAD**

- Sourced and managed procurement project for the development of new source for access control systems & software development.
- Secured 10% cost savings by negotiating contracts with vendors.
- Developed and implemented a supplier performance management system that improved the quality of products and services delivered.

**Customer Name - Telangana State Power Generation Corporation LTD - POCHAMPADU MINIHYDEL & Nagarjuna Sagar**

- Identified and implemented cost-savings opportunities that resulted in a 12% saving.
- Developed and implemented a vendor risk management plan that mitigated the risk of supply chain disruptions.

2021 - 2023 Udaipur, Rajasthan

Company Name | Pyrotech Work Space Solutions Pvt. Ltd.

## Manager Procurement

- Design competent sourcing and procurement strategies of complete domestic and global procurement operations, including execution of RFx processes, contracts processes, supplier management, overall procurement process and system enhancements with 99% on time delivery, and zero LD because of procurement.
- Supplier Relationship Management, Supplier Performance Measurement, Evaluation and Improvement, 360-degree supplier evaluation, Procurement Risk assessment & Mitigation Plan.
- Participate in the evaluation process as a team member for key procurements (at Corporate & Project level);
- Global Sourcing, Customs Clearance, Coordinating with Freight Forwarders and CHAs, Shipment Tracking, communication, stakeholders informed about shipment status,
- Lead a team of executive engineers/Sr. Executive/Asst. manager team and responsible for helping to perform procurement functions and ensure that resources are effectively and efficiently managed.
- Participate in the procurement function to provide complete integrity and transparency in the way vendor lists are maintained, enquiries sent, and orders placed, so that the best value is obtained.
- Prepare process and guideline for supplier/vendor selection and ensure that the quality guidelines defined by the company are adhered to.
- Maintain rejection management systems (from component rejection to value settlement in accounts).

## Accomplishments

- Develop the domestic manufacturer of key categories items : Pre-Coated Steel, Acrylic solid surface sheet & Polyurethane (PU) chemicals) and driving an annual cost saving of 35%.
- Vendor Development and achieved cost savings of categories : Lighting (15%), Stretch Ceiling (10%), Flooring (7%), IT & Industrial Hardware (10%), Wire & Cables (5%)
- Reduced active Inventory 10% by implementing collective planning with sales, project, manufacturing & procurement.
- Ensured on time delivery and improved purchasing quality thought setting up the quality check procedures for the suppliers and personal on site checking.
- Drafted an instructional guideline (SOP) and Purchase Rule Book to avoid mistakes and systemic procurement operation.

## 2019 - 2021 Bangalore, Karnataka

Company Name | Madhucon Sugar & Power Industries Limited.

### Manager Procurement & Management Analyst

- Develops and implements purchasing strategies based on forecasted demands, market trends, prices, buyers, and delivery conditions to anticipate future material availability.
- Manages daily purchasing activities and processes for supplies, materials, and parts for all channels of the company (e.g. Row Materials, Machinery Spares, Lab & Technical Chemical, Tools & Tackles, Oil & Lubricants, Electricals items, Printing and Stationery, Promotional Goods, Packaging Materials, Equipment, Promotional Good and Services (i.e - PR agencies and 3D Service Rending).
- Schedule weekly or bi-weekly meetings with the plant manager to discuss current needs, upcoming projects, and potential bottlenecks.
- Closely work with Quality department for quality review of Raw Materials (Grain, Coal & Chemicals).
- Review Lease Agreement and Memorandum of Understanding of Plants on behalf of Company.
- Actively Participate in Monthly Review Meeting with all respective departments head's
- Supplier Relationship Management, Supplier Performance Measurement, Evaluation and Improvement, 360-degree supplier evaluation, Procurement Risk assessment & Mitigation Plan.
- Participate in the evaluation process as a team member for key procurements (at Corporate & Project level);
- Oversee a team of 5 persons. I.e. Asst. Manager, Sr. Purchase Officer, Purchase Executive, and Purchase Engineers.
- Coordinate with Account and Finance team to ensuring 100% compliance with taxation,
- SOP and Procurement process rules defined and implementation

### Accomplishments

- Analyze buying trends and implement: i. 65% items under annual rate contract purchasing, ii. Fixed 20% items under approved vendor list, iii. Using E-commerce for office Stationery and housekeeping items and iv. 15% balance items via E-Tender.
- Sales proposal review for Sugar, ENA, Ethanol, IS, DOGS & Power and submit to Managing Director for approval.
- New Product development (Sanitizer & Other Household items)and market promotional activates
- Complete a project of Cosmetic Plant within 4-5 months.

## 2018 - 2019 Bangalore, Karnataka

Company Name | SpectraA Technology Solutions Limited

### Head – Procurement

- Project and Operational Procurement Analyses based on quality, price, and speed of delivery and help the company financially or allow for products or services to be delivered in a timely manner
- Global Sourcing Identifying and negotiating with international suppliers for materials, components, or finished goods, considering factors like cost, quality, reliability, and lead times
- Understanding and complying with international trade regulations, tariffs, and import documentation for smooth border clearance of goods.
- Closely working with account and finance for Letters of Credit (LCs), Bank Guarantees (BGs), open account payments, used in international transactions
- Coordinating with Freight Forwarders and CHAs - Collaborating with freight forwarders to arrange efficient and cost-effective transportation of goods from the point of origin to the final destination
- Working with CHAs to prepare and submit accurate customs documentation to ensure smooth clearance of goods through customs.
- Shipment Tracking - Utilizing real-time tracking systems to monitor the movement of goods via sea or air throughout the supply chain, identifying potential delays or issues promptly
- Proactive communication: Keeping stakeholders informed about shipment status and proactively addressing any concerns or roadblocks to ensure timely delivery.
- Negotiation & Preparing service agreements for Domestic and International Freight Forwarder & transport services
- Vendors Rate comparisons, negotiation & finalization on techno commercially. Monitors manufacturing industries to maintain awareness of current practices. Issuing LOA, LOI Work Annual Rate Contract, and Agreements.
- Ensuring procurement Progress report, Project Cost Control Report, and MIS. Driving productivity savings for the account and upskilling the team members
- Supplier Relationship Management, Supplier Performance Measurement, Evaluation and Improvement, 360-degree supplier evaluation, Procurement Risk assessment & Mitigation Plan.

### Accomplishments

- Saved 15 crores annually in the year of 2018-2019 with Annual Procurement Planning and contact with Steel Authority of India Limited & Jindal India Limited for Stainless Steel & Mild Steel
- Develop maximum numbers of OEM vendors in place of traditional vendors. Procurements are done within the Budget and help to generate profit
- First time complete a project in foreign country (Canada) to match project timeline

## 20016 - 2018 Kolkata, West Bengal

Company Name | Super Smelters Limited

### Manager – Purchase

- Handling sourcing through identification of cost-effective vendors/suppliers for procurement with an aim of reducing cost while improving quality & reliability.
- Coordinating with other departments for material requirement planning, material procurement & purchase planning, ensuring continuous supply
- Managing inventory levels for ensuring ready availability to meet Procurement & dispatch targets
- Identifying and developing alternate vendor sources for localization, achieving cost-effective purchases of all materials with a reduction in delivery time, and improving consistency in quality.
- Assessing the performance of the vendors based on various criterions such as quality systems, rejections, quality improvement rate, timely delivery, etc
- Responsible for PO Auditing to ensure 100% accuracy and quality in Order Execution and Help desk,
- Coordinate with Logistics to negotiate transit lead time from suppliers.
- Follow-up with finance for vendor payment on time.
- Maintaining deliverable On-Time Delivery (OTD) to 100% throughout with a slight fluctuation to 99.8%
- Standardization of direct Materials database.
- Replenishment of stocks
- To curtail the inventories of direct materials without affecting availability

### Accomplishments

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- Developed twenty new OEM vendors and increase revenue by cost-saving.
- Implemented competitive marketing strategies, campaigns to acquire vendors.
- Saved cost via store inventory management & scrap management.

## 2010 - 2016 Kolkata, West Bengal

Company Name | Maheshwari Mining Pvt. Ltd.

### Asst. Manager Purchase (Procurement & Site Management)

- Prepares RFPs and floats them.
- Sets up weekly, monthly, and quarterly procurement plans.
- Procures heavy vehicles and equipment from OEMs and local markets.
- Procures operational equipment and tools for mining operational activities.
- Maintains records of machinery annually based on annual service order records.
- Maintains the stock of material without any variance by conducting stock verification and documentation.
- Sets up and negotiates major contracts for project execution and purchases in collaboration with suppliers/vendors.
- Monitors the performance of tools and prepares reports that are circulated to the respective operational heads.
- Implements systems to avoid over-stocking or out-of-stock situations that can cause financial losses.
- Effectively manages the vendor database for vendor management.
- Classifies vendors into ABC categories based on criteria such as cost, quality, and timely delivery for better service at a good cost.
- Issues contracts, letters of intent, purchase orders, etc.
- Maintains a contract execution tracking log.