|  |  |  |
| --- | --- | --- |
| **B.SAGURULLA** **Mobile:** +971-56-6434813 **~ E-Mail:** [sagurulla@hotmail.com](mailto:sagurulla@hotmail.com)  **Sr. Engineer – Contracts & Procurement** | |  | | --- | |  | |

**CAREER OVERVIEW**

* Currently Working as Senior Contracts & Procurement Engineer with **over 8 years** of experience in Procurement of Equipments for Power Sectors, Utilities and Oil & Gas Projects with EPC Firm.
* Experience in Procurement of different types of Electrical Equipments, mechanical equipments and bulk materials as per project requirement from various Manufacturers based in Europe and USA.
* Responsible for Sending RFQ, Tender Bulletins to bidders, Technical Clarifications, Conduct Clarification Meetings, negotiate with vendors, Prepare Purchase Order or Contracts and to release on Successful bidder by conducting E-Auctions.
* Responsible for obtaining PO Acknowledgement after release of PO. Monitoring of Purchase Orders / Contracts with Sub-contractors’ / Vendors post award and to monitor Warranty of the Equipments/Services till the Warranty Period and Close out.
* Responsible for initiation of Change Orders, monitoring the Change Requests and realizing the variation with direct liaison with Client.
* An effective leader with distinguished abilities in leading & motivating a workforce for accomplishing project targets in the given timeframe.

**OTHER KEY SKILLS**

Supply Chain Management Project Management Techno Commercial Negotiations

**KNOWLEDGE PURVIEW**

* Managing procurement activities till project close out and tracking Supplier Performance during the course of the Project.
* Preparation of Budget, Cash flow, Finance requirements and arranging Insurance for the projects.
* Conversant in General Accounting Principles, Mode of Payments & Currency Hedging.
* Possess knowledge in developing contracts/Purchase Order complying to Client’s requirement and Organization’s Quality requirements.
* Possess Experience in interacting with Various Manufacturer’s / Supplier’s across Europe and with various Clients.
* Proficient in English and to work in a multicultural environment across different time zones.

**CAREER RECITAL**

**Growth Path**

**(4) Emirates Technical Associates- Power Projects Division, Abu Dhabi**

***Feb’2015- Till date Sr. Engineer – Contracts, Procurement & Expedition***

*Project : GASCO Project 5283: Engineering, Procurement & Construction Phase –*

*Power Generation Units Retirement Project @ ASAB, BU HASA, HABSHAN & BAB*

*(Abu Dhabi oil fields)*

*Platform : Engineering, Procurement and Construction Phase of Primary Substations at ASAB, BAB, HABSHAN & BUHASA for GASCO.*

*Client : GASCO*

*Consultant : Mott MacDonald*

*Value : USD.194 Million*

**Project Deliverables:**

* Study of Front End Engineering Design (FEED) Documents and Summarize the Procurement & Services Deliverables of the Projects. Identifying Long Lead items and to prepare procurement plan to kick start the Procurement Activities.
* Responsible for Preparing and Monitoring of the Budget.
* Responsible for Sending out RFQ (Request for Quotation), Evaluate offers, analyzing the data and issuing award recommendation for Placement of PO.
* Negotiating with Vendors for better Payment Terms, Warranty and After Sales Services for the Supplied Products.
* Responsible for Preparation of Purchase Order considering Company Policies, Client’s Requirement’s & Local Government Regulations and obtaining Purchase Order Acknowledgement from vendors.
* Monitoring of the Purchase Order and to obtain delivery confirmation from vendor and ensuring the materials and equipments are arriving on time based on the Project requirement.
* Responsible for reducing cost in procurement of bulk materials by identifying alternate vendors without compromising on Quality and Delivery requirements of the Project.
* Responsible for Raising CTN (Contract Trend Notice) and Submitting it.
* Supporting/coordinating Logistic Operations based on the Delivery terms of the PO.
* Responsible for reviewing Letter of credit.
* Attending Weekly review meetings with Client/Consultant to update the Procurement, Sub-Contracting and Manufacturing Status of the Project.
* Responsible for Reporting Budget vs Actual of the Procurement Budget on Monthly basis.
* Ensuring documentation as per Quality & HSE Management System of the Organization.
* Ensuring to execute all the processes in accordance with organizational policy requirements.

**(3) Alstom T&D India Ltd**

***Sep’12 to Dec’14 Engineer (Procurement)***

*Business : SAS, Product (Relays)*

*Customers :* ***Utilities: -****KPTCL, NTPC, MSTCL, WBSECL*

***OEM: -****SCOPE T&D PVT LTD, ASHIDA ELECTRONICS, HT SWITCH GEAR*

***Dealers: -****SCS, CCS, AV POWER GREEN, AMICHAND TECHNOLOGICAL PRIVATE LTD,*

**Project Deliverables:**

* Manage the contract of assigned projects from the date of receipt of LOA to FAC.
* Contractual efficient deliverables on time.
* Booking the orders with agreed techno- Commercial terms.
* Maintain Gross/Net Margins committed to Management
* Focus on Sales landing
* Backlog Analysis / Phasing
* Sending OA within by 48 Hrs.
* Inventory Management WIP
* Additional responsibility:-Inventory dilution (Done inventory reduction of 13 MINR reduction during self-tenure)
* Focus on Cash Collection/Payment
* Preparing MIS

**(2) Electro RAK (India) Private Ltd**

***Jan’12-Sep’12 Engineer (Procurement)***

*Business : Construction*

*Client : MARG group*

**Project Deliverables:**

* Ordering of Equipment’s (Transformer, Power Cables, Cable ducts, etc)
* Maintain Gross/Net Margins committed to Management
* Coordination with design team / Suppliers / Customer
* Focus on Cash Collection/Payment Reconciliation
* Inventory Management WIP
* Preparing MIS

1. **Emirates Technical Associates- Power Projects Division, Abu Dhabi**

***Sept’08-Nov’11 Engineer (Procurement)***

*Projects : TRANSCO CONTRACT No. N-3273: Power Supply of Delma Island – Lot 1 132/11 kV*

*Substations at Delma Island, 132 kV SUBSTATIONS at Shuweihat and associated works*

*TRANSCO CONTRACT N5208: New 132/22kV Substation at Raha Beach-A, New 132/11kV Substations at E40 & W41*

*TRANSCO CONTRACT NO. N-4263.1B: New 132/33kV GIS Substation in Khor Khwair*

*UAE*

*TRANSCO CONTRACT NO. N-4886: NEW 132/22 KV GRID STATION AT RAHA BEACH – B*

*LOT -1 SUBSTATION WORK, UAE*

*Platform : Supply, Design, Installation, Testing & Commissioning of 132/22kV Substations, 132/11kV*

*Substations & 220/33kV Substations for TRANSCO.*

*Client : TRANSCO*

*Consultant : PB Power / Lahmeyer International / Mott MacDonald*

*Value : USD. 334 Million (Aggregate)*

**Project Deliverables:**

* Study of Scope of Works Documents and Summarize the Procurement & Services Deliverables of the Projects. Identifying Long Lead items and to prepare procurement plan to kick start the Procurement Activities.
* Responsible for Preparing and Monitoring of the Budget.
* Responsible for Sending out RFQ (Request for Quotation), Evaluate offers, analyzing the data and issuing award recommendation for Placement of PO.
* Negotiating with Vendors for better Payment Terms, Warranty and After Sales Services for the Supplied Products.
* Responsible for Preparation of Purchase Order considering Company Policies, Client’s Requirement’s & Local Government Regulations and obtaining Purchase Order Acknowledgement from vendors.
* Monitoring of the Purchase Order and to obtain delivery confirmation from vendor and ensuring the materials and equipments are arriving on time based on the Project requirement.
* Responsible for reducing cost in procurement of bulk materials by identifying alternate vendors without compromising on Quality and Delivery requirements of the Project.
* Supporting/coordinating Logistic Operations based on the Delivery terms of the PO.
* Responsible for reviewing Letter of credit.
* Ensuring documentation as per Quality Management System of the Organization.
* Ensuring to execute all the processes in accordance with organizational policy requirements.

**ACADEMIA**

2008 **B.E (Electrical & Electronics)** from Anna University, Chennai with **76% with First Class distinction**

***IT Forte***

Software Package : MS Office (Excel, Word, Power Point, Outlook)

Operating Systems : Windows 7, Vista and XP

SAP Module : SAP

**PERSONAL SCAN**

Date of Birth : 26th January, 1987

Nationality : Indian

Passport No. : M 3956813

Visa status : Employment Visa with Unlimited contract

Languages Known : English, Urdu, Hindi & Tamil

Driving License : UAE & Indian Driving License

Address : Khlifa Street, Abu Dhabi, UAE

Marital Status : Married