

## PROFILE SUMMARY

Experience in managing delivering high-profile tenders in POWER PLANT & WTP sector.

Proven track record successfully leading cross-functional teams to secure large-scale contracts. Skilled in tender strategy development, proposal writing, and negotiation.

# S SUNDARAJAN

## Senior Tender Engineer

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## PROFESSIONAL KEY SKILLSET & SUMMARY

- **3 years Experience in Tender Department in EPC Project and Operation & Maintenance in both Thermal & Water Treatment Plant.**
- **4+ years Experience in Electrical Installation, Erection, Commissioning and Maintenance in various Industries.**
- **10+ years Experience in commissioning, Operation and Maintenance of coal based Thermal Power Plants & Bio mass based Power Plant.**
- **Having Electrical Supervisor Competency ('C' License).**

## WORK EXPERIENCE SUMMARY

### ACADEMICS INFO

#### • BE (Electrical & Electronics)

#### DR.M.G.R ENGINEERING

COLLEGE, CHENNAI (Anna University affiliated) with First class **[67.22%]** in April 2006

• **SSLC Passed** in First class, **[85.00%]** from S.A.V Higher Secondary School, **Tuticorin in March 2000.**

• **HSC Passed** in First class, **[89.90%]** from SRI JAYENDRA SWAMIGAL HIGHER SECONDARY SCHOOL, **TIRUNELVELI in April 2002.**

1. Working with **M/s. HUBERT ENVIRO CARE SYSTEMS (P) LTD, CHENNAI SENIOR TENDER ENGINEER – TECHNICAL & BUSINESS DEVELOPMENT** from Sep'23 to till date.

#### Roles & Responsibilities:

- Preparing Bids for O&M of Water Treatment Plant.
- Sourcing the Tender from the Several portals and sort out the accurate Pre-Qualification Criteria.
- Attending the Pre-Bid meeting and visit the site to get Clarification about the Tender.
- Understanding the Client Requirement and Prepare the offer.
- Proposal coordination with various internal department for inputs and timely proposal submission.
- Worked in O & M Tender includes -To work based upon Tender BOQ and prepare backup vendor quotes -Manpower, Spares, chemicals and consumables costings and other scope of work related to Operational & Maintenance Tender.
- Well Expertise in GEM Portal, e- Procurement and other Portal too.
- Preparing & Submitting the Techno- Commercial Offer.
- Submitting Municipal, PSU & Private Sector Tenders.
- Attending the Reverse auction in GEM & Other Portal if needed.
- Negotiating Price with the Clients if needed.
- Once the customer awarded the LOI for O&M, preparing draft for O&M Agreement in line with the MOM had at the final discussion & Tender conditions.
- Preparing & Submitting the Contractual Performance Security Deposit and get approval from the client.
- Work with internal teams to achieve targeted business goals.
- Develop good customer relationship by personal visits, phone calls, follow-ups, e-mails etc.
- Maintain strong relationship with customers for future business growth.
- Preparing MIS report for monthly and yearly review.

### LANGUAGES KNOWN

1.Tamil      2.English

### COMPUTER SKILLS

- MS Office Products (Word, Excel, Outlook, Power Point, etc.)
- C, C++, Dot Net.

2. Working with **M/s. OPERATIONAL ENERGY GROUP INDIA PVT LTD, CHENNAI SENIOR TENDER ENGINEER - TECHNICAL & BUSINESS DEVELOPMENT** from Mar'22 to Sep'23.

#### Roles & Responsibilities:

- Preparing tender for O&M of Thermal, Cogen and Gas Power Plant.
- Attending the Pre-Bid meeting to get Clarification in the Tender.
- Preparing & Submitting the Techno- Commercial Offer.
- Once the customer awarded the LOI for O&M, preparing draft for O&M Agreement in line with the MOM had at the final discussion & Tender conditions.
- Assisting in commissioning activities of New O&M Projects.

### LICENSE

- Having Electrical Competency Certificate.

### PERSONAL INFO

- Date of Birth : **07/07/1985**
- Father's Name : Mr.S.SUYAMBULINGAM
- Mother's Name : Mrs.MAHARASI
- Marital Status : **Married**
- Present Address: **S-1, 106, SELVA RATHINAM APAARTMENT, 5<sup>TH</sup> STREET, AVM AVENUE, VIRUGAMBAKKAM, CHENNAI – 92.**
- Permanent Address: **93, RENGANATHAPURAM EAST, TUTICORIN - 628002**

#### Roles & Responsibilities:

- Maintenance of HT Panel, LT Panel, 6 KVA Transformer -2Nos in Desalination unit for KKNPP.
- Monitoring of HT & LT Panel, Mechanical Vapour Compressor (MVC) -850 KW -4Nos and all Motor for Operating 4 MVC in that unit.
- Taking Preventive Maintenance (PM) for all the motors (Product, Potable and Post treatment Motors of that unit).
- Maintain a clear and concise log book of all system conditions and Shift Activities.

4. Worked with **M/s. INGARAN ELECTRICAL CONTROLS (P) LTD**, COIMBATORE.  
**ELECTRICAL ENGINEER** from Jul '17 to Dec '20

#### **Roles & Responsibilities:**

Undergone projects in **Chick Hatchery and Farm Shed Units in Royal Agro Pvt Ltd, Udumalaipet**

- Erection, Commissioning and maintenance of Double Pole 22KV Structure, HT breaking panel and switch yard with 800KVA transformer and ACB.
- Erection, Commissioning and maintenance of MV Panel, SSB Panels, DG Panel, APFC Panel and MLSB.
- Erection, Commissioning and maintenance of Earth Pit Arrangement and monitoring the resistance value.
- Erection of earth provision for all MV Panel, SSB panel, LSSB, LDB and Motor for safety reason.
- Erection of Bus Bar Ducts arrangement as per transformer Rating.
- Erection and assembling of light fixtures for industrial wiring work done.
- Erection, Commissioning and maintenance of LSSB, LDB Provision for Lighting Purpose.
- Erection and assembling of Industrial Fan in Chick Farm Unit.
- Material Price Quotation, Purchase and Bill Preparation for this whole project as per requirement and Maintaining Purchase Order and Delivery challan too.

Undergone Projects in Spinning Mill **M/s. Tharun Balaji Spinners, Coimbatore**.

- Erection, Commissioning and maintenance of Double Pole 11 KV structure, HT breaking panel and switch yard with 2000 KVA transformer, VCB and ACB.
- Erection, Commissioning and maintenance of MV Panel, SSB Panels, DG Panel, APFC Panel and MLSB.
- Erection, Commissioning and maintenance of Earth Pit Arrangement and monitoring the resistance value.
- Erection of earth provision for all Panels for safety reason.
- Erection of Bus Bar Ducts arrangement as per transformer Rating.
- Erection and assembling of light fixtures for industrial wiring work done.
- Material Price Quotation, Purchase and Bill Preparation for this whole project as per requirement.

5. Worked with **M/s. OEG INDIA PVT LTD**, Tuticorin, for **IND BHARAT POWERGEN (3\*70MW)**.  
**ASST. SHIFT ENGINEER –OPERATION** from Apr '12 to Jun'17

- Looking after safe operation of 250TPH of Hangzhou make CFBC Boiler, Turbine and Generator.
- Handle Emergency Plant Operation Including Such as Black Out, Tripping, Start Up, Shut Down, Etc.
- To Operate the Plant Without Violating Statutory and Regulatory Norms.
- To Co-Ordinate with Various Maintenance Department and other External Agencies for Plant Related Jobs.
- Looked after the Boiler Maintenance Nozzles, Fans, Boiler Tubes and ESP.
- Looked after Turbine Auxiliaries Maintenance of Deaerator, BFP, CEP, Ejector And Main OIL System.
- Looked after Air Cooled Condenser Maintenance of Motor and Gear Box, Air Ingress Test in Ducts.
- Pre-Checking & Trail Run of all Drives, Dampers such as ID, PA, SA, J seal Fan and Coal Feeder.
- Looked after DM water plants, Effluent treatment plants and Diesel generators
- Guiding the Field Engineer during Normal Activities, Isolation and Emergency.
- Erection, Commissioning, Operation and Maintenance of Power Plant.
- Issuing permits to Work.
- Maintain a clear and concise log book of all system conditions and Shift Activities.

6. Worked with **M/s.INGARAN ELECTRICAL CONTROLS, COIMBATORE**.  
**ELECTRICAL ENGINEER** from Feb'11 to mar'12.

- Erection, Commissioning and maintenance of Double Pole 11/22KV structure, HT breaking panel and switch yard with 2000KVA transformer, VCB and ACB.
- Erection, Commissioning and maintenance of MV Panel, SSB Panels, DG Panel, APFC Panel and MLSB.
- Erection, Commissioning and maintenance of Earth Pit Arrangement and monitoring the resistance value.

7. Worked with **M/s. DHARANI SUGARS AND CHEMICALS LTD, KALAYANALLUR**  
**CONTROL ROOM ENGINEER- OPERATION** from Feb '10 to Feb'11

- Monitoring and handling of the BTG operation of 22MW of KCP make Bio Mass Boiler, SHIN NIPPON STEAM Turbine& its Auxiliaries, KCP make 110 TPH TRAVELLING GRATE Bio-mass Boiler.
- Handling the start-up and shut down activities of the BTG.
- Responsible for the safe and efficient running of thermal plant Comprising D.M. Plant, ESP's including HT and LT auxiliaries, Turbine and its auxiliaries.
- Identifying the defects in the plant and notifying to the SCE and to the concerned maintenance for rectifying the Defects.
- Maintaining record of generation, DM Water consumption, control room log book and register.
- Coordinating with maintenance department in planning PM / Breakdown jobs.

8. Worked with **IND BARATH ENERGIES (T) LTD, TUTICORIN – 22MW Bio-Mass Power Plant Tamil Nadu.**  
**CONTROL ROOM ENGINEER** since Jan '07 to Nov'09.

- Looking after safe operation of 100TPH of Hangzhou make Bio Mass Boiler, Turbine and Generator.
  - Handle Emergency Plant Operation Including Such as Black Out, Tripping, Start Up, Shut Down, Etc.
  - Identifying the defects in the plant and notifying to the SCE and to the concerned maintenance for rectifying the Defects.
  - Maintain a clear and concise log book of all system conditions and Shift Activities.
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