

PARSHURAM CHAUDHARY

(PROCUREMENT/PURCHASE/SOURCING/SCM/IMPORT)

CONTACT DETAILS: -



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SKILLS: -

Strategic Procurement Skills

- Strategic Sourcing Planning
- Supplier Relationship Management (SRM)
- Vendor Development & Management
- Category Management
- Spend Analysis & Optimization
- Risk Identification and Mitigation Planning
- Cost Saving Initiatives
- Global and Local Sourcing Strategies
- Demand Forecasting and Alignment
- Long-term Procurement Roadmap Development

Operational Procurement Skills

- Purchase-to-Pay (P2P) Process Management
- Source-to-Pay (S2P) Process Management
- RFQ, RFP, RFI Management
- Contract Drafting, Negotiation, and Management
- Purchase Order (PO) Creation and Management
- Invoice Reconciliation
- Material Requirement Planning (MRP)
- Logistics & Freight Management (with Procurement Focus)

SUMMARY

Adept at driving procurement, purchase, sourcing & SCM efficiency and cost reduction. I leveraged strategic procurement, purchase & sourcing and robust vendor management at M/S Octogence Technologies Pvt Ltd to enhance material quality and streamline supply chains, procurement KPI's, showcasing a blend of technical specifications and interpersonal acumen.

PROFESSIONAL EXPERIENCE

- **PROCUREMENT HEAD**
M/S Octogence Technologies Pvt Ltd
(EV Manufacturing company)
Greater Noida.

December 2018-Current

COMPANY PROFILE

M/S Octogence Technologies Pvt Ltd is a company promoted by some of the most reputed names in the Indian Automotive industries, and is in the business of development, manufacturing and sales of electric vehicles. Starting with an indigenously designed and developed electric 3-wheeler, the product portfolio includes e-rickshaws, e-autos, 4-wheeler commercial carriers and special purpose vehicles. Materials are wire harness, tyre, tubes, rims, paints, thinner, Body, Canopy, rear & front light, rear axle, shocker, Brake cylinder, Front drum, Bearing, Brake oil container, Battery, EV Charger, BMS, Controller, sheet metals, casting, forging etc..& so on

JOB DESCRIPTION

Procurement Flowchart Summary:

- **Flowchart:** Need Identification → Purchase Requisition Raised → Purchase Requisition Approved → Supplier Identification → RFI/RFQ/RFP → Supplier Quotation Received → Evaluation → Selection → PO creation → PO Approval → Supplier Acknowledgment → Delivery → Inspection → GRN/Service Entry → Invoice Received → Invoice Verification (3 way matching-PO-GRN-Invoice) → Payment → Documentation and Supplier performance review → Process Closed

Import Flowchart Summary:

- **Flowchart:** Need Identification → Import Approval → Supplier Identification → /RFI/RFQ /RFP → Quotation Received → Evaluation → Negotiation → Supplier Finalization → PO Issuance → PO approval → PO acknowledgement → PI Received → Advance Payment (L/C) → Shipment → Pre-Clearance Documents → Customs Clearance → Duty Paid → Goods Received → Inspection → Payment → Documentation and supplier evaluation(review)

Needs Identification:

- **Requirement Gathering:** Collaborate with R&D, engineering, and production teams to identify material and component needs, including lithium-ion/Lead acid batteries, electric motors, chassis, Rear/front Axle, Shockers and wiring harnesses (PR creation and approval).

Financial and Analytical Skills

- Cost Breakdown Analysis (CBA)
- Total Cost of Ownership (TCO) Analysis
- Budget Planning and Management
- Supplier Financial Health Analysis
- Pricing Strategy Development
- Procurement KPI Design and Monitoring
- Advanced Excel for Procurement (Pivot, VLOOKUP, Dashboard)
- Procurement Data Analytics

Leadership and People Management Skills

- Team Leadership and Capability Building
- Delegation and Task Prioritization
- Talent Development and Succession Planning
- Cross-Department Collaboration (Finance, Legal, Operations)
- Change Management in Procurement Transformation
- Stakeholder Management (Internal & External)
- Conflict Management and Dispute Resolution
- Motivating and Driving a Procurement Team

Negotiation and Communication Skills

- High-Value Deal Negotiation
- Win-Win Negotiation Techniques
- Vendor Re-Negotiation during Contract Renewals
- Written Communication (Emails, Memos, Proposals)

Technology and Tools Skills

- ERP Systems, SAP MM, Tally ERP AI chatgpt, Deepseek, Grok 3 and Gemini
- Vendor Management Systems (VMS)
- Contract Lifecycle Management (CLM) Tools

- **Specification Development:** Define technical specifications and quality standards in consultation with quality assurance, ensuring compliance with EV regulations (e.g., AIS-156, FAME-II in India..
- **Cross-Functional Alignment:** Engage with finance and product development teams to ensure procurement supports cost, quality, and innovation objectives

Procurement Planning:

- **Strategic Planning:** Develop and implement a procurement strategy that optimizes costs, ensures supply chain resilience, and supports scalability for EV three-wheeler production.
- **Budget Management:** Create and manage procurement budgets, balancing cost efficiency with quality and delivery requirements.
- **Technology Integration:** Plan for the use of procurement tools (ERP, SAP, Tally ERP 9) to enhance efficiency and transparency.

Sourcing, Import and Vendor Management:

- **Supplier Sourcing:** Identify suppliers through indiamart, tradeindia, justdial, industry events (trade show and expo-Pragati Maidan & Greater Noida), and networks, focusing on providers of EV components like battery packs, powertrains, and electronics.
- **Vendor Evaluation:** Conduct due diligence on suppliers, assessing financial stability, quality certifications (e.g., ISO 9001, IATF 16949), production capacity, and EV expertise (**Vendor Evaluation Scorecard**).
- **Local vs. Global Sourcing:** Balance local sourcing (to reduce lead times and costs) with global sourcing (for advanced components like high-density batteries).
- **Supplier Relationships:** Build long-term partnerships with key suppliers to ensure consistent supply and preferential pricing.
- **Supplier Development:** Support suppliers in adopting sustainable practices, improving quality, or innovating components for EV three-wheelers.
- **Performance Monitoring:** Track supplier performance using **KPIs and scorecards** to ensure accountability.

Negotiations and Contracting:

- **Cost Negotiation:** Negotiate pricing, volume discounts, cash discounts, seasonal discounts, long term agreement discounts and payment terms to achieve cost savings while maintaining quality.
- **Contract Development:** Draft contracts specifying delivery schedules, quality standards, price, transportation, warranties, and penalties, cancellation for non-compliance (breaches).
- **Long-Term Agreements:** Secure multi-year contracts with strategic suppliers for critical components like batteries and motors.
- **Risk Mitigation Clauses:** Include provisions for price volatility, supply disruptions, or regulatory changes in contracts.

Procurement Execution:

- **Purchase Order Management:** Oversee the creation, approval, and tracking of purchase orders to ensure timely delivery.
- **Inventory Coordination:** Work with inventory teams to maintain optimal stock levels, avoiding overstocking or stock outs.
- **Logistics Management:** Coordinate with logistics providers to optimize transportation, minimizing costs and delays.
- **Quality Assurance:** Partner with quality control to inspect incoming materials, ensuring compliance with specifications.
- **Process Automation:** Leverage procurement software to streamline workflows, track orders, and maintain records.
- **Issue Resolution:** Address procurement challenges, such as delayed deliveries or defective materials, with suppliers and internal teams.

Invoice and Payment Processing:

- Match **invoices with PO, GRN, and QC reports** (3-way matching).
- Ensure **GST compliance** and **input tax credit** optimization
- Resolve **price/quantity mismatches** before payment processing.
- Approve payments as per **contract terms** (net 30/60/90 days).

Category Management:

- Segment procurement into Direct (Mechanical, Electrical, Electronics..etc) and Indirect (MRO, services, CapEx) categories.
- Develop sourcing strategies category-wise.
- Manage procurement for production, projects, maintenance, logistics, office supplies, etc.
- Cost control through effective negotiation and long-term contracting.

- E-Procurement Platforms
- Legal and Compliance Skills**
- Contract Understanding Law
- Understanding of Terms like NDA, MSA, SOW, SLA
- Regulatory Compliance (Import/Export Laws, Customs)
- Knowledge of Sustainability Regulations (RoHS, REACH, ESG Procurement)
- Innovation and Sustainability Skills**
- Vendor Innovation Partnership Development
- Digital Transformation in Procurement
- PROFESSIONAL & ACADEMIC QUALIFICATION:**
- MBA (Material Management & Operation Management) from IBME, Delhi, 2011
- Graduation – B.Sc (Chemistry) Purvanchal university, Jaunpur
- Diploma in pharmaceutical marketing from IICT, Lucknow UP in 2003
- Diploma in Material Management from Chennai 2010
- Diploma in computer application (DCA) from Polite Institute, Ghazipur (U.P.)
- English Typing from GZB
- Diploma in mechanical engineering (awt)

LANGUAGE: -

- Hindi
- English

HOBBIES: -

- Swimming
- Reading books

- Import Procurement:**
 - Identify and evaluate international suppliers for specialized materials/equipment.
 - Coordinate with freight forwarders, customs brokers, and clearing agents.
 - Ensure compliance with Import Regulations (DGFT, Customs, BIS, RoHS, etc.).
 - Handle documentation like: Purchase Order (PO), Proforma Invoice (PI), Bill of Lading (BL), Packing List, Certificate of Origin (COO), Bill of Entry (BOE)
 - Negotiate IncoTerms (FOB, CIF, DDP) and manage insurance.
 - Optimize Import Duty structure, EPCG, MEIS benefits, etc.
- Performance Monitoring, Record keeping and Reporting:**
 - Supplier Scorecards:** Evaluate supplier performance using metrics like on-time delivery, quality consistency, pricing competitiveness, and responsiveness.
 - Procurement KPIs:** Track metrics like cost savings, lead time reduction, and procurement cycle time to evaluate function efficiency.
 - Market Analysis:** Stay updated on raw material, electrical and mechanical part's prices, EV technology advancements, and market trends to inform procurement decisions.
 - Executive Reporting & Record keeping:** Provide MIS report monthly to senior management on procurement performance, risks, and strategic initiatives & Record keeping.
- Team Leadership and Collaboration:**
 - Team Management:** Lead a procurement team, setting goals, providing mentorship, and fostering innovation.
 - Cross-Functional Collaboration:** Work with R&D, production, finance, and quality teams to align procurement with business objectives.
 - Training and Development:** Organize training on EV technologies, negotiation skills, and sustainable procurement practices.

- PURCHASE MANAGER** **July 2011-December 2018**
M/S Surya International
(Solar and pit digging and pole erection mfg company)
Gurugram (Hr)

COMPANY PROFILE

- M/S Surya International is established since 1987. It owns vast business with group companies, This Company deals in solar, Battery, Street light, LED, PCB, Driver, Pit making and pole erection machine and raw materials are Solar cell, Back sheet, Glasses, EVA film, Capex/Opex, Battery Box, solar panel, battery, inverter, solar charger, Junction Box, MC4 wire connector, sheet metals, Forging, casting (Foundry), fabricated items, MS and GI pipes, Solar structure, Paints, Thinner, Brushes, Aluminum Extrusions, Building materials, consumable items, machinery items, electrical items, all solar system items.

- Sr. PURCHASE OFFICER** **December 2007-June 2009**
M/S Omni Laboratories Pvt Ltd
(Pharma manufacturing company)
Ghaziabad UP

COMPANY PROFILE

- M/S Omni Laboratories Private Limited is a Private incorporated on 25 January 1990. It is classified as Non-govt company and is registered at Registrar of Companies, Delhi. **Omni Laboratories (P) Ltd** is Manufacturer of pharmaceuticals products, human care medicines, antipyretic medicine, antibiotic medicines from Ghaziabad, Uttar Pradesh, India

Date: Parshuram Chaudhary
Place: