

Objective:

Seeking a challenging assignment in the field of Tendering and Engineering domain with an organization of repute, wherein my professional experience and educational qualifications would be advantageous to the growth of the organization.

Career Summary:

- A competent and result oriented professional with 2 years and 10 months of dedicated & in depth experience in Engineering and Costing of Solar PV Projects.
- Have in depth knowledge and understanding of Solar PV Power Plant Design and related components.
- Possess good communication and negotiation skills.

Academic Background:

- **B.E in Electrical & Electronics Engineering** with Honor's degree (75.86%) from GLA Institute of Technology and Management – Mathura (2013)

Software Skill:

- Solar PV System Design Software: PV Syst 5.6
- Project Management Software: MS Project - 2007
- Good exposure to MS-Office tools - MS Word, MS Excel and MS Power Point.

Work Experience:

Working as **Office – Tendering & Engineering** with **KEC International Limited**, Gurgaon from July 2013 till date

Major Responsibilities:

- Maintaining Tracker of Solar Tenders (Rooftop and Ground mounted Projects) including private tenders.
- Tendering & Costing of Grid-Connected Solar PV Projects (Rooftop and Ground Mounted). Collection of Tender documents, Preparation of Technical pre-bid queries, Preparing first cut project synopsis which includes techno commercial evaluation of the tender Risk analysis, Understanding the Scope of the Project.
- Preparation of Techno Commercial proposals for the prospective clients.
- Pre Bid engineering for solar PV power plants & Design optimization (Both rooftop and ground mounted projects)
- Preparation of detailed Bill of Quantity for Cost estimation (during bidding stage).
- Contract finalization with the client.
- Preparation of project schedule using MS Projects.
- Interacting with Project Developer & owners engineer for design and engineering approvals.
- Vendor development activities for BOS equipments for Solar PV power plant
- Preparation of RFQ / RFP for floating the enquiries to the vendors for quotation.

Projects Executed:

- 20 MW Solar Power Plant (Seasonal Tilt) under Punjab Solar Policy (Phase-1) in Punjab State for **“Solairedirect Energy India Pvt Ltd”**
- 100 KW Solar Rooftop Project on rooftop of **KEC Jaipur Factory**.
- 2*10 MW Solar Power Plant (Single Axis Tracking System) under Telangana Solar Policy in Telangana State for **“Maheswari Mining and Energy Private Ltd”**
- 10 MW Solar Power Plant (Single Axis Tracking System) under Telangana Solar Policy in Telangana State for **“Global Coal Mining and Private Ltd”**
- 3 MW Solar Power Plant (Seasonal Tilt) under Telangana Solar Policy for **V Carve Renewable Energy Pvt Ltd**
- SECI rooftop projects under Phase IV, Batch – 2 in five states – **Rajasthan (500 KW), Madhya Pradesh (375 KW), Maharashtra (375 KW), Telangana (562.5 KW), Gujarat (375 KW)**

Roles and Responsibilities:

1) 20 MW (66 KV System) Solar PV Project for Solairedirect Energy India Pvt Ltd (Seasonal Tilt) / 100 KW Solar Rooftop PV Project for KEC International Limited – Jaipur Factory

- Scope & contract finalization
- Engineering and Drawing approval co-ordination with Client
- Internal departmental co-ordination with commercial / tax / legal
- Procurement of BOS Components (DC Cables, Array Boxes, MC4 Connectors, 11 KV and 66 KV Switchgear, LT & HT Cables, Control Room, 11/66 KV Power Transformer)
- Project scheduling, site execution planning and inventory control
- Budget Control
- Billing to the Client

2) Solar Energy Corporation of India (Phase – IV, Batch-2) Rooftop Projects

- Bid preparation and submission.
- BOQ preparation and costing

3) 2*10 MW (33 KV System) Solar PV Project for Maheswari Mining & Energy Pvt Ltd (Single Axis Tracking) / 10 MW (33 KV System) Solar PV Project for Global Coal & Mining Pvt Ltd (Single Axis Tracking System) / 3 MW (33 KV System) Solar PV Project for V Carve Renewable Energy Pvt Ltd (Seasonal Tilt)

- Scope & contract finalization
- Internal departmental co-ordination with commercial / tax / legal
- Engineering and Drawing approval co-ordination with Client
- Procurement (DC Cables, String Monitoring Boxes, Inverters, 33 KV Switchgear, LT & HT Cables, PEB Control Room, Earthing System)
- Inventory control
- Budget Control
- Billing to the Client

Personal Dossier:

Date of Birth : 20th March 1991
Sex : Male
Nationality : INDIAN
Languages : Hindi, English

I hereby declare that the above information is true to the best of my knowledge and belief.

Date: 10/04/2016
Place: Gurgaon

Amol Chokhani