

MUKESH KUMAR SONI

(CSBE + PGDMM + GSCM + ME)

Viman Nagar, Pune, India, +919991111074, mksehdev08@gmail.com



SOCIAL LINK

www.linkedin.com/in/mksehdev08

OVERVIEW

Effective and forward-thinking Sourcing & Contract Analyst with over **15 Years of Expertise**, bringing forth valuable industry experience, and the skills to achieve real results. Adept in developing key relationships with strategic partners, and committed to working to ensure accompany continually moves in the right direction. Bringing forth the ability to effectively oversee all processes related to the advantageous procurement of goods and services.

PROFESSIONAL JOURNEY

Organization	BAJAJ FINANCE LIMITED.
Designation	Sr. Manager Procurement
Tenure	Mar'2022 to Present
Responsibilities	<p>a) Responsible for organization's spend management worth amount Rs 200Cr (\$24Mn).</p> <p>b) Rollout of Sales/business branches i.e. Micro-Finance, Standalone Gold Loan, Rural, Urban, RNxt, New Corporate Houses, training centers, Guest Houses across Pan India covering Tier-1, Tier-2, Tier-3 and Upcountry regions.</p> <p>c) Developing the strategies to optimize the cost and deliver value for money for organization.</p> <p>d) Analyzing the allocated budget, discussion with stakeholders Pre-Project requirement, Business Allocation finalization and Post Project feedback for future course of correction.</p> <p>e) Surveying the Market to gain best insights of moderate technology and innovation available and identification of associated Risks.</p> <p>f) Benchmarking the competitive Industries to justify the best of commercials finalized.</p> <p>g) Analyzing the Data, MIS Preparation, Reporting to SMTs,</p> <p>h) Identifying the cost-saving opportunities, and oversee project execution in all assigned categories.</p> <p>i) Implementing Lean Procurement practices and ensuring compliance with government and ESG departments.</p> <p>j) Leading and Executing the E2E Procurement & RFx cycle; Identifying the Need, Selection of Vendor, Preparation of RFQ Documents, Distribution of RFQ, Collecting Vendor Responses, Techno-Commercial analysis of Quotes, Negotiating the Cost & Terms, Approval Note/Cost Comparative Sheet preparation, Awarding the Contracts/PO, Delivery Follow-up with Vendor, Client's feedback on delivered products and services, Performance Management and Payment and Closure.</p> <p>k) Managing the Contracts Life Cycles;- Engage with stakeholders to identify the most suitable supply solution for a given demand. Negotiate pricing, terms commercial conditions of contracts and manage through the contract lifecycle.</p> <p>l) Responsible for Cost Reduction, Process Digitization, Procurement Automation.</p>
Commodities Managed	<p>a) Facility Management, Administrative services, Housekeeping, Stationeries.</p> <p>b) TKO, Turnkey, Interior, Networking, Furniture, Lighting.</p> <p>c) CCTV, Fire Extinguisher, Fire Alarm System, Fire Hydrant, Sprinklers System, Securities, Professional Services, Manpower.</p> <p>d) Guest House, Pantry, Tuck-shop, Food, Tea-Coffee, Water Jars.</p> <p>e) IT Goods/Assets, Licenses, Cloud, SAAS Services.</p> <p>f) Critical Equipment i.e. HVAC, UPS, DGs, Stabilizers, Solar EPC etc Supply's & AMC.</p> <p>g) Event, Gifting, Marketing, Travels, POP, POSM, Signage's.</p>
Skill Set developed and Used	<p>Project Management, Internal/External Stakeholders management, Lean Practices, Strategies development & Implementation, Value Engineering, Supplier Relationship Management, Resource development, Vendor Evaluation, Workforce Management, Order Management, P2P, Contract & Agreement renewal, SLA designing, Category creation & management, Negotiation & Cost Reduction, E-RFx, E-Auction, E-Bidding, SAP ARIBA-ERP, Six Sigma, E-Procurement, Diversity and Inclusion, Cognitive and Adaptability, Visionary Approach, Analytical Thinking, Process-Driven Innovations, Risk Taker, Moderate, Automation, Digital Transformation, Charismatic, Empathetic, Organized and authorities, Data driven and Result Oriented, Positive and Enthusiastic.</p>
Achievements	<p>a) 100,000 KWH Annual Unit Savings by procuring Energy Efficient & Alternate Power Source Procurement.</p> <p>b) Over 20Bn volume of CO2 emission, Carbon Foot Print Reduction by Power Factor, Harmonic Balancing and Solar Power backup generation, using IOT based system.</p> <p>c) More than 4Cr annual Cost savings by replacing local tea coffee and Water jar with Centralized Tea-Coffee Premixes and Water Purifier/Cooler Option.</p> <p>d) Over 20 Cr Annually P&L saving delivered against the assigned categories.</p> <p>e) Hero Award for Performance Excellence in FY 22-23, 23-24 consecutively for 2 years.</p> <p>f) More than 2000 New Branches/Corporate Offices/Guest Houses/Training centers roll-out experience in 2 years.</p>
Organization	INTERNATIONAL REAL ESTATE PARTNERS INDIA PVT. LTD.

Designation	India Region Bid Desk Manager
Tenure	Jun'2021 to Feb'2022
Responsibilities	<ul style="list-style-type: none"> a) To Managed the Procurement Spend of worth amount Rs 20Cr (\$2.4Mn) annually. b) To Rollout of New Sales/business branch/offices across India Regions, Project Planning, Inventory Planning, Bridging the gap between Supplier & Stakeholders for smooth execute of deliverables. c) To Analyze the allocated budget, Identifying the need i.e. Above Bid Desk or Below Bid Desk purview, Vendor identification, Initial Proposal evaluation, Vendor scrutinizing and proceeding for further Negotiation and finalizing the Formal Bid to be submitted with client. e) To Follow the latest trend and practices, discussion with stakeholder, Technical team, POC trial for finalized Product and Service, Feedback survey from client and putting for final implementation. f) To Analysis of Data, MIS Preparation, Reporting to SMTs, h) To deliver the agreed P&L Cost saving wrt allocated budget, Annual KRA/KPI Targets against assigned categories. g) To Identify the New areas of cost innovation, Cost saving, New Category development as a part of continuous improvement Plan. h) To Evaluate the Vendor Strengths on given set of parameters with due adherence of CAF & HSE Compliance. i) Renewal of Contracts within time. Singing off agreement for recurring cost product and services, Negotiate of Credit Limits and Agreement validity, SLA Terms. j) To execute End to End Procure to Pay Cycle, E-Procurement Cycle.
Commodities Managed	<ul style="list-style-type: none"> a) Facility Management, Housekeeping, Stationeries. IT Products and Services, Event, Gifting, Adhoc b) Manpower, Security and Administrative Services, Pantry, Tuck-shop, Food, Tea-Coffee, Water Jars. c) CCTV, Fire Extinguisher, Fire Alarm System, Fire Hydrant, Sprinklers System, Securities, Professional Services, Manpower and Emergency needs. d) Capex & Opex Need for Critical Equipment i.e. HVAC, UPS, DGs, Stabilizers, Solar EPC, Supply, R&M and AMC.
Skill Set developed and Used	<p>Project Management, Internal/External Stakeholders management, Strategies development & Implementation, Supplier Relationship Management, Vendor Evaluation, Order Management, P2P, Contract & Agreement renewal, Negotiation & Cost Reduction, E-RFx, E-Auction-Reverse (English, Dutch), E-Bidding, working on Mobilize and Zoho, E-Procurement.</p> <p>Cognitive and Adaptability, Visionary Approach, Analytical Thinking, Process-Driven Innovations, Charismatic, Empathetic, Organized and Authorities.</p>
Achievements	<ul style="list-style-type: none"> a) Successfully delivered the annual cost saving of 15% against the targeted one of 8%, b) Renewed 100+ Agreement well before expiry within a time frame of 9 months. c) Cost Saving and Maintaining the hygiene by replacing the local Tea-Coffee and Water Jar Supply with Centralized model.
Organization	RCI INDUSTRIES & TECHNOLOGIES PVT. LTD.
Designation	Manager Procurement and SCM Lead
Tenure	Jul'2017 to May'2021
Responsibilities	<ul style="list-style-type: none"> a) Responsible for End to End Supply Chain Management for Group Companies with successful leading of departments like Store, Logistics & Procurement with an annual Spend of 100 Cr (\$14Mn) annually. b) Managing the Warehouse Inventory to their Optimum level by keeping in view of Safety stock, Next 3 Months Projections of Dispatch, Production planning and Planned downtime. d) Taking the Ownership of Team Members for assigned categories/commodities, their deliverables, KRA, KPIs and Annual appraisal. e) Oversaw the End to End Project of Dismantling of complete Rolling Mill Plant, Shifting, Transportation and Re-Commissioning at New Locations (Furnaces, Hot Rolling Mill, Uncoilers, Melting Furnaces, Casting Lines, Works Shops, Roll Grinders) f) Rate Contract finalization with Transporter, Liasioning with Union, Government department, local authorities for day to day needs. g) Reviewing the Auto-CAD and Engineering drawings on EPC point of view, discussion with Maintenance & Project Team for designed BOQ, BOM and Procurement Planning action proposed accordingly. h) To Participating in Govt Tendering thru GEM portal, Finalization of Bids, Study of Daily Raw Material prices (Copper, Zinc, Scraps etc.). i) To Successful Transformation of ERP Module from Tally Prime to SAP MM module thru end to end Project Execution, Training, Testing, Template drafting and supporting the relevant departments. j) To Coordinate with Finance, Accounts, IT, Production, Sales & Maintenance over weekly Meeting, Schedule Forecasting, Adhoc Requirement and Necessary development and Innovation as and when required. k) MIS Management, Analysis of Data and relevant reporting to Chairperson of the organization. l) To Identify the New areas of cost innovation, Cost saving, New Category development as a part of continuous improvement Plan by developing the alternates. m) To Renewal the Contracts within time. Singing off agreement for recurring cost product and services, Negotiate of Credit Limits and Agreement validity, SLA Terms. n) To Find the Best alternate Used Machines/Plants across the competition by visiting the Scrap Yards/Scrap Auctions. o) Executed the complete Solar Project of 300 KW with utilize Factory shed area towards CO2 Emission reduction , To Adhere the ESG Compliance, and deliver Electricity Generation benefit for organization.

Commodities Managed	<p>a) Direct Goods & Services for Manufacturing Plant; i.e. Copper Scrap, Zinc, Lead, and Melting Consumables i.e. Chemicals, Coal, Lime, Sulphuric Acid, Furnace Oil, LDO, LPG etc.</p> <p>b) Copper Wire Rods for Copper Drawing Plants, PVC Granules for Copper Cable Plant, Drawing Chemicals, coolants for Wire Drawing Plant, Spools, Cable Testing Laboratory setup.</p> <p>c) Indirect Goods and Services for Production & Maintenance MRO related to Manufacturing Unit; Tools and Tackles, Packing Consumables, Mechanical, Electrical, Automation, Hydraulic & Safety Goods and Services.</p> <p>d) Capex and Project Procurement i.e. Workshop, Tool Room Equipment; Spares for production Lines; i.e. Work Rolls, Backup Rolls for Various Rolling Mills Hot-Cold, Electrical Motors -AC/DC, Mill Housings, Coiler/Uncoilers, Steel Melting Furnaces, Continuous Casting Lines etc.</p> <p>e) Civil and Construction Goods and Services i.e. Steel, Cement, Channels, Angle, Galvanized Sheets, Pipes, Labor and contractual services for Fabrication and constructional services.</p> <p>f) Freight Forwarding, Custom house clearance, High Sea Sales Agreement for Scrap/Virgin Material Imports.</p> <p>g) Opex Goods & Services; Administrative, Facilities, IT/Non-IT Professional Services, Marketing and Adhoc.</p>
Skill Set developed and Used	<p>Market Study, Data analysis, Project Management; Planning, Procurements, Execution, Stakeholders Management, 5S-5M-5R Practices, Quality Assurance, Strategies development & Implementation, Value Engineering, Supplier Relationship Management, Resource development, Vendor Evaluation, Workforce Management, Order Management, P2P, Contract & Agreement renewal, SLA designing, Category creation & management, Negotiation & Cost Reduction, E-RFx, E-Auction, E-Bidding, SAP MM, TCO Management, Freight Management.</p> <p>Diversity and Inclusion, Cognitive and Adaptability, Visionary Approach, Analytical Thinking, Process-Driven Innovations, Risk Taker, Moderate, Automation, Digital Transformation, Charismatic, Empathetic, Organized and Authorities, Data driven and Result Oriented, Positive and Enthusiastic.</p>
Achievements	<p>a) Successfully delivered the annual cost saving of 12% Year on Year against the targeted one of 10%,</p> <p>b) Cost Saving of More than 60% Cr by Finalizing the deal of Old Aluminum Rolling Mill Plant, along with Dismantling, Shifting and Re-commissioning at New Location against the cost of New Plant of same capacity.</p> <p>c) Gained the Govt contracts of more than 1800 Ton of Copper Sheet Supply during a period of 3 Years.</p>
Organization	OLYMPIAN TELECOM INFRA PVT LTD.
Designation	Commercial Manager
Tenure	Jun'2015 to Jun'2017
Responsibilities	<p>a) Responsible for Company's Procurement spend of 10CR annually.</p> <p>b) Lead the Business Excellence Cells along with Sourcing for signing off the deals with Telecom Giants.</p> <p>c) Liasioning with Local MCD for deployment of Mobile and Cow Towers in available lands. Finalizing the rental lease with respective authorities and land owners.</p> <p>d) Contract finalization with 3rd Party Vendors on Supply of Fabricated Polls for towers, Fleet Carrier Companies over Trailer on rentals, DGs on rental, Procurement of UPS, Antenna for Signal, System Integrators for Complete Erection of Project.</p>
Commodities Managed	<p>a) Indirect Goods and Services i.e. Facility Management, UPS, DG, Electrical, Auto Parts, Steel Structure, Professional & Liasioning Services, Marketing Management, Administrative Need, Stationery & Housekeeping</p> <p>b) Direct Goods and Services i.e. Direct Supply of DG, Trailer Rental Lease, Sub-Contracting with SI for Assembly of Products.</p>
Skill Set developed and Used	<p>External Stakeholders Management, Strategies development & Implementation, Supplier Relationship Management, Resource Management, Cost Reduction, Contract & Agreement renewal.</p> <p>Cognitive and Adaptability, Visionary Approach, Analytical Thinking, Risk Taker, Moderate, Automation, Charismatic, Empathetic, Result Oriented, Positive and Enthusiastic.</p>
Achievements	<p>a) Increasing the Business Revenue along with Cost Saving from 2 CR annually to 10 Cr.</p> <p>b) Signing of 3X New Subcontracts for same product and services to break monopoly, avoid dependency on limited resources and having better cost justification.</p>
Organization	JINDAL STAINLESS STEEL LTD
Designation	Executive Procurement
Tenure	Jun'2009 to May'2015
Responsibilities	<p>a) To Manage the Procurement for assigned categories of worth amount Rs 10Cr covering Mechanical, Electrical, Hydraulic, Operational, Production and Repair and Maintenance consumables.</p> <p>b) To Conduct the E-Auction for contract of value more than Rs 5 Lac.</p> <p>c) Negotiating with Existing Vendors on Assigned Products and Services for Cost Reduction and Savings as per assigned targets.</p> <p>d) To Analyze the Drawing for given BOQ, BOM for study and calculation of required quantities and Necessary Planning to maintain the desired inventory and safety stock levels.</p> <p>e) To finalization Rate contract for Recurring items.</p> <p>f) To Follow the Procure to Pay Cycles to clear the vendor payments on time and enhance the supplier relations with organization.</p> <p>g) To Adhere the E-Procurement Practices of Floating RFP/RFQs thru Electronic channel, Taking bids online and Comparative Note Preparation, Negotiation and Final approval as per DOA. Order Release to vendor, Follow up till delivery.</p>

Commodities Managed	<p>a) Indirect Goods and Services related to Plant Maintenance I.e. Bearings, Hose Pipes, Electrical Cables, Switches, Fasteners, Tools & Tackles, Drawing Based components, Rubber Seals & Components, Packing Consumables, Safety consumables.</p> <p>b) Direct Raw Material Consumables - Melting Consumables, Fluxes, Coal, Scrap etc. MS Sheets, GI Sheets, MS Pipes for Fabrication work.</p> <p>c) Indirect Goods and Services- MEP & MRO (Mechanical, Electrical, Plumbing), Safety, Packing consumables. Facility Management- Administrative; Housekeeping Consumables, Stationery, Canteen, Security Services requirements, Print, POSM, Sales/Events/ Marketing Spend, AMC Renewal of Critical Equipment.</p> <p>d) Capex Procurement- Project Materials, Critical Drawing based components, Professional Services etc.</p>
Skill Set developed and Used	<p>Cost Negotiation, Process Improvement, Digital Transformation, E-Procurement, Auction/Bidding, Cost Negotiation, Supplier Relationship Management, Supplier development, Quality Assurance, Stock Audit, Order Management, procure to Pay Cycle, Bid Comparison.</p> <p>Cognitive and Adaptability, Compliance Adherence, DOA following, Process-Driven, Charismatic, Empathetic, Organized and Authorities, Data driven and Result Oriented, Positive and Enthusiastic.</p>
Achievements	<p>a) Successfully delivered the annual cost saving of 8% Year on Year against the targeted one of 5%,</p> <p>b) Successfully delivered the assigned Target of annual E-RFX and E-Bidding counts by 90%.</p>

EDUCATIONAL QUALIFICATIONS					
LEVEL	SPECIALIZATION	COLLEGE/INSTITUTE	BOARD/UNIVERSITY	DURATION	RESULT
MBA / PGDMM	OPERATIONS & SUPPLY CHAIN MANAGEMENT (SPECIALIZATION-BUSINESS ETHICS AND DIGITAL MARKETING)	DY PATIL VIDYAPEETH, PUNE	PUNE UNIVERSITY	JUL'22 TO JUN'24	64% - SECOND CLASS
BACHELORE ADD ON	ARTS WITH PUBLIC ADMINISTRATION AND POLITICAL SCIENCE	MAHARISHI DAYANAND UNIVERSITY, ROHTAK	MDU-ROHTAK	JUL'19 TO JUN'22	59% - SECOND CLASS
BACHELORE /GDMM	MATERIAL MANAGEMENT (SPECIALIZATION LOGISTICS AND SUPPLY CHAIN MANAGEMENT)	INDIAN INSTITUTE OF MATERIAL MANAGEMENT, MUMBAI	UGC-IFPSM	JUL'15 TO DEC'17	75% - FIRST CLASS
BACHELORE IN ENGINEERING	MECHANICAL ENGINEERING	INTELLECTUAL INSTITUTE OF MANAGEMENT & TECHNOLOGY, DELHI	IADL, AIMA	JUL'06 TO JUN'09	Grade-A
TECH DIPLOMA	MECHANICAL ENGINEERING	GOVT. INSTITUTE OF POLYTECHNIC STUDIES, HISAR	STATE BOARD OF TECHNICAL EDUCATION, HARYANA	JUL'06 TO JUN'09	79% - FIRST CLASS (College Topper)
SSC /METRIC	HIN, ENG, MATH,SCI, PHY ED, HIST	B.S.MODERN HIGH SCHOOL, HISAR	BOARD OF SCHOOL EDUCATION, HARYANA	JUL'06 TO JUN'09	92% - 9.2GPA (DISTINTION)

TECHNICAL/ SPECIALIZATION COURSES					
LEVEL	SPECIALIZATION	STUDY CENTER	LOCATION	DURATION	RESULT
SPECIALIZATION PROGRAMME	LEAN OPERATIONS AND SIX SIGMA MANAGEMENT	INDIAN INSTITUTE OF MANAGEMENT, VISHAKHAPATNAM	VISKHAKHAPATNAM, ANDRA PRADESH	AUG'24 TO FEB'25	-
CERTIFICATION PROGRAMME	ADVANCED PROGRAMME IN STRATEGIC MANAGEMENT FOR BUSINESS EXCELLENCE	INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW	LUCKNOW, UP	JUN'23 TO MAY'24	GRADE-A
AUTOCAD DESISNING	2D DRAFTING AND 3D DESIGN STUDY IN AUTOCAD	AREN MULTIMEDIA	HISAR, HARYANA	2 MONTHS	EXCELLENT

SELF BIO	
FATHER NAME	MR. SHIV KUMAR SONI
STATUS	MARRIED
D.O.B.	23.09.1990
P.O.B	HISAR, HARYANA
HOBBIES	CRICKET, CHESS
PRESENT LOCATION	PUNE, MAHARASTHRA

DECLARATION
I certify that the information given is true and complete to the best of my knowledge.
<p>Date:</p> <p>Place: (MUKESH KUMAR SONI)</p>