

RAVI KUMAR GUPTA

Head – Procurement (MEP) | Commercial Leadership | EPC & Infrastructure Projects | Planning | Vendor Strategy | Project Coordination

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📍 Badlapur (E), Thane, Maharashtra, India

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PROFESSIONAL SUMMARY

Head MEP Procurement & Commercial Leader with 17+ years of experience across EPC, Infrastructure, Commercial, Retail, Hospitality, Industrial, Data Centre, Banking, and Institutional projects. Proven expertise in procurement strategy, vendor development, contract negotiation, commercial governance, and multi-project execution across India.

Recognized as a multitasking procurement leader managing tendering, risk reduction, vendor payments, compliance documentation, logistics planning, and technical coordination across fast-track projects. Strong track record in cost optimization, warranty governance, material safety compliance, and zero commercial loss delivery.

Handled procurement operations for 500+ projects with multi-crore exposure across Pan-India EPC environments while coordinating with Project Teams, PMC, Clients, Consultants, and OEMs.

CORE PROCUREMENT & COMMERCIAL COMPETENCIES

- Strategic MEP procurement leadership
- Procurement risk reduction & delay mitigation planning
- Commercial negotiation & contract finalization
- T&C governance, warranty & guarantee control
- Vendor registration, onboarding & development
- Vendor performance monitoring & evaluation
- Long lead item planning & critical path tracking
- BOQ control, benchmarking & cost optimization
- Tendering management & bid comparison analysis
- Vendor invoice verification & payment coordination
- Procurement compliance & document governance
- Material tracking & multi-project logistics planning
- Safety, packing & transport compliance control
- Inventory optimization & stock utilization strategy
- OEM looping involvement & technical coordination
- System-generated PO management & audit control
- Procurement MIS reporting & project dashboards
- Vendor claim handling & dispute resolution
- Team leadership & procurement staff training
- Client / PMC / Consultant coordination
- Project commercial governance & cost control

AWARDS & RECOGNITION

Emerging Procurement Leader – 2025
Awarded by Great Indian Procurement Leaders Committee

PROFESSIONAL EXPERIENCE

Head – Procurement (MEP Projects)

SD Infra & MEP Services Pvt. Ltd., Mumbai
Nov 2011 – Present

Key Responsibilities

- Led end-to-end MEP procurement for large-scale EPC projects across India
- Final authority for purchase orders, contracts & commercial approvals
- Managed vendor payments, compliance documentation & invoice verification
- Planned long lead materials & ensured delivery risk reduction
- Controlled BOQs, procurement budgets & benchmarking
- Implemented vendor registration & performance tracking systems
- Coordinated OEM technical clarifications & approvals
- Ensured material safety standards, packing & logistics compliance
- Negotiated T&C including warranty, guarantee & penalty clauses
- Managed procurement trackers & project dashboards
- Reduced procurement risks through structured vendor evaluation
- Coordinated with Project Teams, PMC & Clients
- Controlled commercial exposure & zero-loss execution
- Trained procurement engineers in commercial governance
- Managed multi-project procurement scheduling
- Strengthened documentation & audit readiness systems

Key Achievements

- Managed procurement worth ₹350+ Cr across EPC/MEP projects
 - Successfully handled 500+ Pan-India projects
 - Major cost savings through vendor strategy & negotiation
 - Zero PO discrepancies in 17+ years of leadership
 - Reduced project delays via logistics planning
 - Implemented digital procurement control → 70% efficiency gain
 - Strengthened risk & warranty governance framework
 - Improved vendor compliance & payment cycle efficiency
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Site Supervisor – Electrical & ELV

Kedarling Enterprises / Group Electrical / Deepak Electricals
Aug 2008 – Oct 2011

- Supervised Electrical & ELV installations
 - Managed manpower, safety & quality compliance
 - Supported testing, commissioning & project handover
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MAJOR PROJECT EXPOSURE

IBM Campus – Pune
JW Marriott Hotel – Pune
Kalpataru IT Office – Mumbai
HDFC Bank – Ahmednagar
D-Mart – Ichalkaranji
NUSI Maritime Academy – Goa
Tata Motors Corporate Office – Hinjawadi
Oberoi Realty Tower – Goregaon
Viviana Mall – Thane
IT Park – Kharadi

KEY CLIENT & SECTOR EXPOSURE

Data Centres & IT Parks

STT, CTRLS, IBM

Retail & Lifestyle

D-Mart, Big Bazaar, Pantaloon, Croma, Westside, Central, MORE, Decathlon, M&S, Globus

E-Commerce & Logistics

Amazon, Flipkart, Mahindra Logistics, Indospace, TVS Logistics, Iron Mountain

Pharma & Industrial

Bayer, Abbott, ACG, Centaur Pharma, Autoliv, Jabil, Haier, Torrent Pharma

Hospitality & Healthcare

JW Marriott, Trident, ITC, KIMS Hospital

Banking & Finance

Kotak Mahindra Bank, ICICI Bank, HDFC Bank, BNP Paribas

Education & Institutional

Pawar Public School, Bombay Education Society, NUSI Maritime Academy

Corporate Offices & Real Estate

Tata Motors, Crompton Greaves, Viacom (Reliance), Oberoi Realty, Raymond Realty, DB Realty

TECHNICAL & PROCUREMENT EXPERTISE

MEP Systems Procurement – Electrical, ELV, Fire Fighting, PHE
Procurement MIS & Reporting – Material trackers & dashboards
Inventory & Commercial Control – Tally ERP 9 / Prime
Software – MS Office Suite

EDUCATION & CERTIFICATIONS

Diploma in Electrical Engineering – Himalayan Garhwal University
Maharashtra PWD Wireman Certification
HSC – UP Board
SSC – UP Board

LANGUAGES

Hindi | English | Marathi | Awadhi
