

# RAMYA SRI KUMAR SINGH

9591627847 | sairamyacutesri@gmail.com

Bangalore, India

## OBJECTIVE

To grow as a hardworking and sincere professional by contributing to the success of your organization, while enhancing my skills in communication, management, and interpersonal relations.

## PROFESSIONAL SUMMARY

- Result-oriented professional with 8 years of experience in Pre-sales, Tendering, and Procurement across Video Surveillance, Pharmaceuticals, and Service Industry (Pest Control Services)
- Proven ability to work independently and in team environments.
- Strong leadership, administrative, and coordination skills.
- Experienced in documentation handling, senior management communication, and bid management.
- Familiar with government e-procurement portals including GEM, SAP, IREPS, etc.

## WORK EXPERIENCE

1. Secure India Pest Control Pvt. Ltd. | Senior Tender Executive | June 2024 - Present | Bangalore
2. Aveli Group of Companies | Senior Tender & Procurement Executive | March 2023 - Oct 2023 | Hyderabad
3. Vainqueur Corporate Services | Tender Executive | April 2020 – Jan 2022 | Hyderabad
4. Pulse Pharmaceuticals Pvt. Ltd. | Tender Executive | Jan 2018 – Aug 2019 | Hyderabad
5. Envision Network Technologies Pvt. Ltd. | Pre-Sales Engineer | Aug 2016 - Oct 2017 | Bengaluru Project: Video Surveillance Solutions

## KEY RESPONSIBILITIES

- Identifying relevant RFPs and tender opportunities
- Preparing and submitting all tender-related documentation
- Coordinating case locking and price finalization with OEMs
- Attending pre-bid meetings and clarifying scope with clients
- Submitting tenders on government e-procurement portals (GEM, SAP, IREPS, etc.)
- Drafting and managing agreements and contracts
- Knowledgeable in BG (Bank Guarantee) preparation and submission process

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- Ensuring complete and compliant bid submissions per portal guidelines

## COMPANY PROFILES

- Envision Network Technologies Pvt. Ltd.: Established in 2002, Bengaluru; Specializes in Video Surveillance Products, IT infrastructure, and telecom deployment.
- Pulse Pharmaceuticals Pvt. Ltd.: Pharma company founded in 1997; HQ in Hyderabad.
- Vainqueur Corporate Services: Service provider in multiple domains; Established in 2010; HQ in Hyderabad.
- Aveli Group of Companies: Product-based company established in 2016; HQ in Hyderabad.
- Sequre India Pest Control Pvt. Ltd.: Service industry (Pest Control); Established in 2012; HQ in Bangalore.

## EDUCATIONAL QUALIFICATIONS

- B.Tech (ECE) - Narayana Engineering College, Nellore, Andhra Pradesh
- Diploma (ECE) - Government Polytechnic for Women, Nellore, Andhra Pradesh
- SSC - St. John's English School, Nellore, Andhra Pradesh

## SKILLS & STRENGTHS

- Multitasking & time management
- Team collaboration and leadership
- Interpersonal skills
- Adaptability to new environments
- Positive attitude and self-motivation
- Fast learner with a proactive approach

## PERSONAL DETAILS

Father's Name: Jaipal Kumar Singh

Mother's Name: Jaipal Nirmala

Date of Birth: 22nd August 1993

# **RAMYA SRI KUMAR SINGH**

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Marital Status: Married Nationality/Religion: Indian /

Hindu Languages Known: English, Telugu, and Hindi

## **DECLARATION**

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

Place: Bangalore

Date: 19.09.2025

Signature:

(Kumar Singh Ramya Sri)