

# KARUNESH SHAHI

B & D MANAGER (GOVT. TENDER AND LIASONING )

**FARIDABAD | 9821977027 | karuneshshahi@yahoo.com**

## Professional Summary

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Experienced in Govt. Tendering and Liasoning with over 6 years of experience in this work. Excellent reputation for resolving problems and improving clients satisfaction.

## Experience

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### AK INFRA PROJECTS PVT. LTD. – (B&D IREPS E- Auction sale and Procurement Head )

04/2018 – 05/2020

As above mentioned company used to take construction works of distribution and Substation & Buy R90 and R65 Rail scrap from Railways.

I used to participate in e auctions for rail track scrap and management of scrap lots from loading to selling them in market .

And on the distribution site I had to allot the teams for site , Procurement of material in low cost and site inspection. I have worked there for more then 2 years.

### Freelancer- Liasoning & Tender Mgmt .

05/2020 – Till Now

After Experience of more then 2 years, I have started participating in tenders & liasoning for multiple companies with different nature of business.

In Govt. Organisations Like : IREPS, E-AUCTION, UPPCL, UPRNN, UPSIDCO, NPCC, PUVVNL ETC.

Govt. Portal : IREps, CPPP, GeM etc.

Expertise in doing any kind of registration in any govt portals , tender costing , Negotiations, making documents according to RFE, filling correct BOQ and Manging Consignee .

### Some of the Companies with nature Of business :

- Celik Metals ( ss Pipe Manufacturer )
- Maharani Autotech Pvt. Ltd. (Sheet Metal Fabrication )
- Shahi Impex (I) Pvt. Ltd. ( Trading items Electrical )
- Mizuky Tools (I) Pvt. Ltd. (Mechinical machining Items )
- Coriander Kitchens (Catering) etc.

As I am giving this Resume for IREPS so I am elaborating my Experience of Maharani Autotech Pvt. Ltd. (Sheet Metal Fabrication ).

Basically this company is in the field of heavy fabrication of sheet metal products.

I introduced this company in Govt. Departments.

My work is to read NIT, Tender costing, Tender filling , Negotiation E-Dispatch, Bill Uploding , Rites inspection , call mgmt, R. note generation & Liasoning of particular tender .

Currently this company is Authorized Vendor of MCF and working well.

I am experienced in Govt. portals like IREps, CPPP, UPPCL, BREDA , Ireps E- Auction Sale Etc. Due to experience in Liasoning and tendering for more Than 6 Years,

I have good links and relations with :

- Indian Railways with Dy.CMM Stores, Dy.CME, WM Etc. (NR, NER, NCR, MCF, RCF-TkJ, ECR )
- NPCC with ZM , MD.
- UPRNN with GM (North Region) and many more.

## **Education**

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### **Delhi University (08/2020)**

B.com (OPEN Perusing )

### **Anision Institute (03/2017)**

Digital marketing

### **Manav Rachna International School (03/2014)**

12<sup>th</sup> Passed

## **Languages**

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- English
- Hindi
- Sanskrit

## **Skills & abilities**

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- Product Knowledge
- Talent Management
- Contract Negotiations
- Critical Thinking
- Flexible and Adaptable
- MS Office
- Document Editing
- Digital Marketing

