

EMPOWERING HUMANITY BY ADDRESSING THE TOUGHEST CHALLENGES OF ENERGY DELIVERY

Project Bidding Head

Role Description	
Role Title	Project Bidding Head, O/H
Role Summary	Responsible for the end to end management of the bidding of overhead transmission project tenders & RFQ's issued by Utilities & EPC companies.
Working with	Heads Sales- Products & Solutions Business O/H
What the role entails – Key accountabilities/responsibilities	<ul style="list-style-type: none"> • Ensure timely submission of Tender & Offers to various Central, State & Private Utilities with optimised quotes & offerings. • Scrutinize the qualification requirement of upcoming tenders and providing with a most favourable solution. • Coordinate, Plan, schedule and review engineering of the projects for bidding for preparation of clarifications/document submissions. • Collaborate with multiple functions such as Projects, engineering, logistics, taxation etc. • Co-coordinate with Corporate/Head Offices for Daily activities/MIS/Sales etc. for various Central & State Utilities. • Perform price analysis as a part of smart bidding strategy. • Maintain & improve a query based online database for vendor registration and other critical details. • Register the firm as a vendor in various state and private utilities. • Ensure a proper mechanism for route mapping and MIS for RFQs & Tenders released by utilities and EPCs. • Assist the process of complying departmental documents to OHSAS: 18001 and ISO: 14001 systems. • Coordinate with SCM / Design / Projects to ensure winning cost & BOQ preposition.
Role Demands (travel)	Yes (depending on project requirements)
Location	Delhi

Education, Experience, Certification, Exposure, Stakeholder interfaces	Essential	Desirable
	Graduate in any stream	MBA
	Min 15+ years of overall experience with 10+ Years of Experience in Tendering, Bidding & Financial analysis of Bids in the Transmission sector.	Experience in bidding for transmission line projects.

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	Excellent Analytical Skills	Knowledge of Technical Specifications related to construction for TL line & SS.
	Excellent understanding of Regulations & Tax laws involved in the bidding of overhead transmission projects	

Functional Requirements	
Strategic	Identify Potential Risks and their impact at the pre-bid stage, formulating risk mitigation plan and cost their off.
	Tracks tenders, meet prospective customers, prepares & updates MIS of future business.
	Maintain and update ISO documentation, Tender MIS, Pre-qualification documents, Vendor database etc
	Exhibit knowledge of commodity pricing (steel/ copper) and movement and risk mitigation tools for the same.
Financial	Sources supplier and subcontractor quotations and follows up wherever necessary.
	Prepares commercial and technical documentation for inclusion in tenders.
	Demonstrate a good understanding of techno-commercial aspects of the bid document.
Operational	Conducts pre-tender site survey, attends pre-bid, post-bid, techno-commercial meetings.
	Scrutinizes the tender documents, study contractual conditions/specifications/drawings, taking care of all critical tender conditions and their cost implication on the project.
	Demonstrate strong process orientation towards the elimination of errors and finding new ways to improve efficiencies.
People	Ability to build and develop teams and driving required competency building.
	Ensuring high productivity and engagement of the teams and act as a guide/mentor for their continual development.

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	Behavioural Competencies		Yes/ No
Execution	Achievement Orientation	Takes calculated risks to deliver significant value to the business	
		Thoughtfully commits significant resources in the face of uncertainty to reach challenging goals	
Customer Service	Customer Service Orientation	Becomes a trusted advisor in the customer's decision-making process	
		Creates long-term, win-win partnerships with customers	
		Works with a long-term perspective in addressing customers' needs	
	Information Seeking	Habitually scans for new developments, tuning into a broad range of sources to see what is new	
		Uses a variety of data sources to form a well-rounded and objective view	
		Keeps up with trends and cutting-edge practice from beyond one's context	
	Analytical Decision Making	Does in-depth research and obtains relevant information from unusual sources to make more informed decisions, within the desired timeframe	
Evaluates and establishes norms/ processes that enable quick and timely decision making within Sterlite			

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About us

Sterlite Power is India's leading integrated power transmission developer and solutions provider, focused on addressing complex challenges in the sector by tackling the key constraints of time, space and capital.

We believe that electricity access transforms societies and delivers long-lasting social impact. Sterlite Power is uniquely positioned to solve the toughest challenges of energy delivery.

We are guided by our core purpose of empowering humanity by addressing the toughest challenges of energy delivery. Our four core values form the pillars of our organisation:

1. Respect: Everyone Counts
2. Social Impact: We work to improve lives
3. Fun: "Thank God it's Monday!"
4. Innovation: A new way today

Sterlite Power is a leading global developer of power transmission infrastructure with projects of over 10,000 circuit Km's and 15,000 MVA in India and Brazil. With an industry-leading portfolio of power conductors, EHV cables and OPGW, Sterlite Power also offers solutions for upgrading, uprating and strengthening existing networks. The Company has set new benchmarks in the industry by use of cutting-edge technologies and innovative financing. Sterlite Power is also the sponsor of IndiGrid, India's first power sector Infrastructure Investment Trust ("InvIT"), listed on the BSE and NSE.

For more details, visit: www.sterlitepower.com