

Ms. Supriya Chaundkar

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OBJECTIVE

To work in the competitive and professional organization to utilize my skills for the development of organization, along with growth of my professional career.

PROFILE SNAPSHOT

- A focused professional with more than **10** years of experience in Basic engineering, project execution, project control, techno commercial proposal, tendering, quotation, vendor management, cost estimation.
- Co-ordinate with the client and consultant during the whole process regarding Inputs and Requirements for making technical & commercial Proposals.
- Co-ordinate with EIL, OIL, IOCL, BPCL, NRL ONGC, PDO clients
- Handle EIL, Technip, TOYO document upload portals.
- Dosing skid tender preparation and submission on Gem Portals or PSU's site.
- Exploring different vendors and selection of vendor based on techno-commercial meetings
- Vendor Comparison sheet preparation & final negotiation with the vendor.
- Project scheduling & planning and reviewing status of project.
- Preparation of quotation, follow-up with client, Maintain PO records & material availability.
- Preparation of Technology Presentation & Preliminary and Detailed feasibility report
- Preparation of Conceptual Design documents, proposals etc.
- Coordination with inter discipline to complete activity in the time period.

CAREER SUMMARY

1. Working as Sr. Project Engineer in Dencil Fluidtek Systems Pvt Ltd from 12th June 2025 to Present
2. Worked as Project Buyer in Burhan Oil, Muscat Oman from 6th October 2024 to 5th May 2025
3. Worked as Sr. Project Engineer in VIDYAN BIOCOMMERCE PVT.LTD. Mumbai from 7th Jan 2016 to 31st Jan 2024
4. Worked as Project Engineer in YAJNA FUEL SERVICES from 1st April 2015 to 5th January 2016
5. Worked as Project Engineer in AMBANI ORGANICS PVT. LTD. from 22nd August 2013 to 30th March 2015.

WORK EXPERIENCE

Dencil Fluidtek Systems Pvt Ltd – India

Sr.Project Engineer

(June 2025- present)

Key Responsibilities

- Actively involved in the execution of **Dosing Skid, DRA, and Injection Skid** packages for reputed clients such as **BPCL, OIL, IOCL, PDO, Shell, and Aramco**.
- Hands-on experience with **dosing skid units, chemical injection skid** including **plunger and diaphragm metering pumps**.
- Proficient in using **Oursys ERP** software for project and procurement tracking.
- Responsible for obtaining **QAP/ITB approvals** from clients and ensuring compliance with project specifications.
- Timely **upload of project documents** on client portals as per submission schedules.
- Preparation of **bid estimations** for dosing packages in coordination with the sales and engineering teams.
- Expert in Dosing skid Tender documents estimation and submission on
- Organization and facilitation of **kick-off meetings** to align all stakeholders on project scope and documentation.
- Regular updates of **project timeline charts** to reflect actual progress and milestone achievements.
- Maintenance of **procurement tracking sheets, costing sheets, and fund availability reports** to ensure budget adherence.
- Tracking and coordination of all **process deliverables** from design to commissioning.
- Active **client coordination**, including resolution of comments on **as-built documentation**.
- Involved in the **procurement process** for all equipment, piping, and instrumentation materials.
- Compilation and submission of the **Final Project Report** at project closure.

Projects Handled

1. **DRA Injection Skid – OIL INDIA LTD (EPC – Engineers India Ltd.)**
2. **Chemical Dosing Skid – BPCL India**
3. **Injection Skid – IOCL (EPC – Technip India)**
4. **DRA Injection Skid – PDO Oman**
5. **Chemical Injection Skid - SAUDI ARAMCO**
6. **Chemical Injection Skid – NRL India (EPC – Technip India)**

BURHAN OIL & SERVICES. – Muscat, Oman

Project Buyer

(Oct 2024- May2025)

Key Responsibilities

- Involve in searching of overseas suppliers of equipment, piping, valves etc.
- Involve in Procurement of all equipment, piping, and instrumentation material.
- Preparation of quotation and sent to client in Oman, UAE, India
- Involve in procurement for PDO, OXY & Shell etc. clients
- Interacting with suppliers for equipment selection, and getting quotations, preparing techno commercial comparison and commercial negotiations
- Dealing with UAE, India, China, USA suppliers
- Maintain Inquiry list, Quote submitted record, PO list.
- Follow-up of quotation, sending email to client.
- Prepare delivery note of material. Also maintain file record.
- Check goods packing condition
- Involve in goods transportation, handover to client.

VIDYAN BIOCOMMERCE PVT.LTD. – Mumbai, India

Sr. Project Engineer

(Jan. 2016 –Jan 2024)

Key Responsibilities

-
- Interacting with vendors for equipment selection, and getting quotations, preparing techno commercial comparison and commercial negotiations.
 - Arrange kick-off meeting to review documents, project status and prepare MOM.
 - Project Timeline chart update as per work
 - Maintain Procurement track sheet, costing sheet, fund availability.
 - Maintain Track of all Process deliverables.
 - Check material availability on site.
 - Involve in Procurement of all equipment, piping, and instrumentation material.
 - Final Project Report submission.
 - Preparation of Technology Presentation

Projects Handled

1. Second Generation (2G) Lignocelluloses Ethanol Technology

- a. 100 KLPD (BEDP) with **L&T hydrocarbon** for Hindustan Petroleum Corporation Limited. (HPCL), Bathinda, India
- b. 10 TPD, India Glycols Limited. (IGL), Uttarakhand, India
- c. DFR for HPCL Bathinda, BPCL Bina, MRPL Mangalore

2. Oil Splitting Technology

- a. 1 TPD, Privi Organics Ltd., Mumbai, India

3. Distillery Spent Wash Processing (ZeroD) Technology

- a. 1 KLPD, India Glycols Limited (IGL) Uttarakhand, India
- b. 1 KLPD, East India Distilleries (EID) Parry Limited Tamil Nadu, India

4. Green Silica from Rice Husk Ash

- a. 10 TPD Silica, Dhatri Bio Solutions Private Limited, Hyderabad, India

5. Effluent Treatment Plant

- a. 50 KLPD, MB Sugars, Hyderabad, India

6. Ulva Photobioreactor (PBR) System for sea water treatment

- a. 4 KLPD Sea water, Privi Biotechnologies Pvt. Ltd., Navi Mumbai

7. Multipurpose Pilot Plant, Hazira, Gujrat

- a. 150 kg per day bagasse to Biogas plant Hazira, Gujara

YAJNA FUEL SERVICES. – Thane, India

Project Engineer

(April 2015 - Jan.2016)

- 1. Arrange kick-off meeting to review documents, project status and prepare MOM.
- 2. Project Timeline chart update as per work
- 3. Preparing techno commercial comparison and commercial negotiations.
- 4. Preparation of manpower estimation, concept report and supporting documents.
- 5. Maintain Track of all Process deliverables

AMBANI ORGANICS PVT. LTD. – Mumbai, India

Project Engineer

(August 2013 – March 2015)

1. Work as a project engineer in process development section
2. Carry out lab scale experiments for binder manufacturing and optimize reaction parameters.
3. As a responsible for process operation monitoring & execution of the batch process for exhibit binder products & scale up batches in pilot plant.
4. Preparation of process flow diagram
5. Process calculations & consistency check of Standard operating procedure.
6. Carried out scale up of different products in pilot plant coordinating with R&D & handle out different projects.

ACADEMIC DETAILS

- Post Graduate Program in Process Engineering from Mumbai University (2015-2016) Percentage: 60%
- B.E. in Chemical Engineering from, Mumbai University (2010-2013) Percentage: 71.40%
- Diploma in Chemical Engineering from Mumbai University (2007-2010) Percentage: 72.31%
- S.S.C from State Board Maharashtra, India (2007) Percentage: 81.69%

PERSONAL DOSSIER

Date of Birth	25 th August 1991
Nationality	Indian
Marital Status	Married, Child – 1 Son.
Address	A 302, Tantrasangam CHS, Sea wood (W.), Navi Mumbai 400706
Languages Known	English, Hindi, Marathi
Passport No.	N3234973

DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned.

Date:

Signature
Ms. Supriya Chaundkar