

Mahmoud Saad

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Professional Summary

Experienced and results-driven Bid & Local Content Manager with 8+ years of experience in managing high-value government and construction tenders in Saudi Arabia. Proven track record in the Saudi tendering market with successful submissions and awarded projects for major government entities including the Ministry of Housing, Municipalities, and Aseer Municipality. Proven success in RFP analysis, BOQ preparation, proposal development, and full compliance with Local Content and regulatory requirements. Consistently achieved over 85% alignment with end-user technical and commercial requirements. Skilled in multi-bid operations, strategic planning, and submission across platforms such as Etimad portal.

Education

Bachelor of Commerce (B.Comm.) - Commerce, Sep 2006 - Jul 2011
Zagazig University, Zagazig

Experience

- **Bidding and Local Content Manager**, Jan 2017 – Present
Capital Modern Nurseries Co LTD, Riyadh
 - Managed the complete tender lifecycle for 300+ FM and construction bids, achieving 85% alignment with end-user specifications.
 - Performed pricing and commercial submissions for FM tenders in both private and public sectors.
 - Reviewed and summarized newly floated RFPs; collaborated with departments for bid strategy.
 - Maintained tendering pipeline and ensured timely bid submissions.
 - Developed BOQs, proposals, and commercial bids in compliance with requirements. - Extensive hands-on experience in coordinating, preparing, and issuing Local Content Certificates in full compliance with Saudi Local Content Authority standards.
 - Successfully led the issuance process for the last four consecutive years, including collaboration with licensed audit firms for documentation review and approval.
 - Actively manage the planning and preparation of target LC certifications aligned with project needs and bidding strategies.
 - Managed submissions on Etimad and SAP Ariba platforms.
 - Reviewed and approved Pre-Qualification Forms.
 - Built and led bid teams ensuring timely submissions.

- **Key Achievements:**

Successfully contributed to winning **8 major projects in FM and construction**, including:

- **2 FM** projects with **the Royal Commission in Jubail**, valued at over **SAR 275 million**.
- **3 construction** projects with the **Ministry of Housing and Municipalities**, valued at over **SAR 215 million**.
- **3 construction** projects with the **Aseer Municipality**, valued at over **SAR 400 million**.

- **Accountant**, Jul 2015 – Dec 2016

Abdul Rahman Al-Sulaiman Agricultural Investment Est, Riyadh

- Managed full-cycle accounting processes.
- Prepared and analyzed monthly financial statements.
- Handled tax, journal entries, and accounts. - Trained junior accounting staff.

- **Internal Auditor**, Dec 2014 – Jun 2015

Nasser Al-Kanhal Office, Chartered Accountants and Consultants, Riyadh

- Assisted in month-end close processes.
- Managed accounts payable and reconciliations.
- Handled ledger accounts and financial documentation.

Skills

Tendering & Proposal Management:

- RFP Analysis, Technical & Commercial Proposal Development, Bid Strategy, BOQ Preparation, Full Tender Lifecycle Management.

Systems & Tools:

- MS Office Suite, SAP Ariba, Etimad Portal, Excel Estimation Tools.

Soft Skills & Communication:

- Cross-functional Team Leadership, Stakeholder Engagement, Strategic Planning, Time Management, Risk Mitigation.

Sector Knowledge:

- Facility Management, Construction Projects, Local Content Compliance, Government & Private Sector Tenders in KSA.

Licenses & Certifications

Associate Member, 2019

Saudi Organization for Chartered and Professional Accountants (**SOCPA**) - **28761**