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Introduction

The Commercial Division provides a central contracting and procurement service to ADMA-OPCO divisions ensuring that all comply with legal requirements, thus safe-guarding the company and shareholder interests.

The Division comprises the following three major teams:

Contracts Management: The Contracts Management function provides contracting strategies; develops and delivers contracts; implements contracts terms and conditions and provides contracts expertise and advice. It also ensures effective communication flows with contractors and user divisions, and establishes performance standards to support the timely delivery of its objectives.

Supply Chain Management: The Supply Chain function provides a central procurement service, and controls inventory using the Enterprise Resource Planning (ERP) System called MAXIMO. It manages the direct request for materials; controls the stock of materials and spares at the company's central supply base at Mussafah and other warehouses located in offshore and Das Island. It maintains catalogue data and ensures materials are procured accurately by using proper specifications.

Planning and Strategy: The Planning and Strategy function is responsible for the Registration and pre-qualification of contractors and suppliers; development of commercial plans, policies and procedures; management of commercial e-Services, administration of tenders and other support functions. It also conducts market research and vendor performance management.

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