

- Sir/ Madam,
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Greetings from NAHRD!!

Subject: RESIDENTIAL WORKSHOP ON PUBLIC PROCUREMENT WITH E- PROCUREMENT AT GOA

We are please to inform you that a workshop on Public Procurement with E- Procurement is being organized by National Academy of Human Resource Development (NAHRD) from **25.09.2018 to 27.09.2018 at Goa.**

The workshop has been designed to provide practical insight into procedure for public procurement so as to enable them to perform functions more effectively by adhering to relevant guidelines/ principles/ rules as provided by the relevant authorities. It is needless to say that proper purchase management is need of the hour as official(s) making purchases on behalf of the organization is custodian of organization's wallet. After the workshop the participants shall have updated knowledge and skills on the following aspects:

- Public Procurement- Scope, Importance & Principles
 - Procurement Process & Cycle
 - Tendering Systems & Methods
 - Bidding Process, Preparation of Bid Documents, R.F.P.
 - Evaluation of Tenders, Negotiation, Award of Tender
 - Contracting & Contract Management
 - Hardware & software requirements for E- procurement
 - E- procurement- Modules & Workflow
 - Importance of confidentiality & security in E- procurement
 - Government E-Market (GeM)- Overview & Working
 - Important CVC directives on public procurement
 - Public Procurement as per Govt. of India's New General Financial Rules, 2017
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The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, etc.

Chief Guest & Faculty

Sh. H.R. Sharma, Additional CEO, GeM would be the Chief Guest for the present workshop if the consent is obtained.

Sh. M.C. Panda is former Additional Director General, Directorate General of Supplies & Disposal and also former Additional Secretary, Ministry of Commerce, Government of India. He is having more than 30 years of experience in Administration, Procurement and Contract Management. He is presently engaged as member of outside expert committee of public sector undertakings. In addition he has also been a faculty on the present subject with Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training, Government of India. He is having huge experience on public procurement and other related subjects.

Sh. K.S. Samrendra Nath is former Director, Ministry of Steel, Government of India. He is a member of the Central Secretariat Services having finance as educational background from various reputed institutes such as SRCC, University of Delhi; National Institute of Financial Management etc. He was a faculty member with Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training, Government of India over a period of 12 years. In addition, he is having 22 years of experience in finance wing of Ministry of Power and Ministry of Urban Development. He is having huge experience on the present subject.

Sh. B.G. Gupta is highly accomplished trainer and consultant with national and international experience in providing training and consultancy services in the field of IT applications in business and governance, monitoring and evaluation with more than 20 years experience of commissioning and use of IT for MIS, Project Management and other management systems. He had been Director (MIS) NCDC, New Delhi. He has also been a Senior Consultant with National Productivity Council and also a faculty with National Institute of Technology, Allahabad. He has conducted a number of workshops on the present subject.

Participation Fee:

Single Occupancy –Rs. 37,000/- plus GST @ 18% per participant

Twin Sharing* –Rs. 32,000/- plus GST @ 18% per participant

*Twin Sharing is available only for organizations nominating even number of participants of same gender. The participation fee covers the cost of lodging, boarding, meals & study material of the participants. Spouse/ Family members are welcome on additional all inclusive nominal charges. Nomination on single occupancy is mandatory in case any participant wants to bring his/her spouse/ family members.

Venue:

Phoenix Park Inn Resort, Candolim, North Goa, Goa.

Check In- 25.09.2018 (02:00 PM)

Check Out- 28.09.2018 (11:00 AM)

Early check-in/ late check-out will be provided without any extra charge. However, the same will be subject to availability. In case participants wish to arrive one day early/ depart one day after the above-mentioned dates, an amount of Rs. 5,000/- shall be payable at the hotel. This amount will also include all 3 meals.

The workshop will commence at 3:30 P.M. on 25.09.2018 and will conclude at 6:00 P.M. on 27.09.2018.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID along with cheque/DD in favor of National Academy of Human Resource Development payable at New Delhi. Please note that participation fee is to be paid at the time of nomination.

Complete brochure and registration form for the present workshop can be obtained from our website.

For further information or clarification kindly contact:

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Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nomination participant(s) is not able to attend workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited. Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date of accepting nominations is 10.09.2018.

In addition, we also offer to conduct in-house workshop on the above-mentioned subject for your organization based on your specific requirements. You are kindly requested to provide us your requirements in this regard.

This is for your kind information and necessary action.

Best Regards

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New Delhi- 110024
011- 41678044/45

Please note that in case you do not wish to receive any emails from our organization in future, you are kindly requested to send a request on mail@nahrd.in.