



National Productivity Council

TRAINING PROGRAM ON

PUBLIC PROCUREMENT CONTRACT MANAGEMENT & ARBITRATIONS

SHILLONG

25th to 29th July 2022

PROGRAM CODE: TP/22-23/20

1. ABOUT NATIONAL PRODUCTIVITY COUNCIL

National Productivity Council (NPC) is an autonomous organization under the Department of Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Government of India. The present expertise available in NPC has a resource base of professionals from fields such as Economics, Industrial Engineering, Human Resource Management, Energy, Environment, IT, Project Monitoring and Evaluation, Research Studies and Baseline Surveys. In addition, services of external professionals and subject matter specialists are also sought on need basis, depending upon the nature and scope of work. NPC extends services from its headquarter at New Delhi and 12 regional offices across the country manned by more than 100 full time professionals. NPC has professionals from diverse fields to provide Consultancy, Capacity Building and Project Monitoring Unit (PMU) services to various organizations including Central Government Ministries and State Governments.

2. PROGRAMME THEME

Procurement is a complex discipline spanning many interrelated activities. The procurement management process includes the transactional purchasing of goods and services and integrates with accounts payable to complete the source-to-settle cycle by providing supporting documents to help with the processing of supplier invoices for payment. Public procurement Management in India involves purchasing of goods or services by different entities such as ministries and departments of the government for public service delivery, and it encompasses activities ranging from assessment of procurement needs to award of contract and final payment (Lewis-Faupel et al., 2014; CUTS International, 2014; OECD, 2016). Contracts and arbitrations are essential part of public procurement management and are to be dealt with very cautiously as there are several regulations encompassing the public procurement management system which needs to be adhered to all through.

3. LEARNING OBJECTIVES

This training program prepares participants to understand different nuances associated with public procurement in India. The sessions shall deliberate in details the public procurement management principles including GeM; applicability of GFR 2017 in public procurement etc.

4. BROAD PROGRAM COVERAGE

The following topics shall be covered during the training Program

- ❖ Genesis of Public Procurement and E- Procurement
- ❖ Fundamental Principles in Procurement
- ❖ Principles laid down by Supreme Court
- ❖ Key Objectives of Public Procurement
- ❖ Steps in Procurement Process
- ❖ Government Policy in Public Procurement
- ❖ General Financial Rules (GFR) 2017 in connection with public Procurement
- ❖ Promise, Agreement & Contract – definition and differences Contract Management
- ❖ Principles of contract, types of discharge of contracts
- ❖ Consequences of breach of contract

5. METHODOLOGY

Methodology of the training program would be participative in nature. The sessions would be based on conceptual deliberations, case studies, success stories and group exercises/discussions.

6. PARTICIPANTS' PROFILE

All employees across middle & Senior management levels working in Ministries, Central & State PSUs, Central & State Government Departments and other manufacturing and process industries.

7. FACULTY

The faculty for the training programme may comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field. The training methodology will have focus on interactive discussions, small group activities, business games, exercises, role plays, videos, and presentations

8. PROGRAMME FEE & VENUE

Program Code	<u>TP/22-23/20</u>
Program Venue	Shillong
Participation Fees	₹ 55000 /- + 18% GST (Residential) ₹ 30500 /- + 18% GST (non-Residential)
Check-in at Hotel (Residential participants)	12 noon onwards on 25 th July 2022
Check-out from hotel (Residential Participants)	Before 11 am on 29 th July 2022

9. PAYMENT DETAILS

Programme fee inclusive of GST to be paid in advance and proof of payment to be attached along with application form.

- **ECS Payment Details:** Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, IFSC Code. IOBA0000265
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- NPC'S PAN No: AAATN0402F, NPC'S GSTIN: 07AAATN0402F1Z8

As per GOI notification No. 9/2017-Integrated Tax (Rate) dated 28.06.17, Sr. No. 75, Heading 9992 (at page no. 19 of the notification) No GST is applicable where Services provided to the Central Government, State Government, UT Administration under any training programme for which total expenditure is borne by the Central Government, State Government, UT Administration.

NPC shall offer 10% discount on programme fee to organizations sponsoring 3-5 participants and 15% discount of programme fee to organizations sponsoring more than 5 participants.

10. HOW TO APPLY

Please apply in prescribed application format enclosed with this brochure. Nominations may be sent to the following address:

The Training Coordinator
National Productivity Council
5-6 Institutional Area, Lodhi Road
New Delhi – 110003
Email Id: npctraining@npcindia.gov.in
: guwahati@npcindia.gov.in
Tel: 011-24607319

Last date for Receiving of nominations: 11.07.2022

11. GENERAL INSTRUCTIONS

- ❖ Due to limited number of seats, it is recommended to send the nominations as per attached format at the earliest, for ensuring the availability. Acceptance of the nominations is subject to the seat availability and receipt of programme fee latest by the last date for nominations.
- ❖ The Residential programme fee covers the professional fees towards training, board & lodge of the Participant(s). The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ Each participant should carry their ID cards and necessary letters / orders issued by their department for attending the training program.
- ❖ The Non-Residential programme fee covers the professional fee towards training, lunch and refreshments during the training program. The fee once deposited is non-refundable, however, substitutions are allowed.
- ❖ NPC shall not bear any charges towards participants' to & fro travel from their residence / place of stay and the training program venue. All participants shall make their own arrangement to reach the venue on time as per the programme schedule.
- ❖ Participants are requested to assure their health and safety during the training period and NPC will not be liable for medical expenses incurred by the participants during the program.
- ❖ NPC will not provide boarding and lodging before and after the dates of programme. Participants planning to stay longer than the scheduled duration should arrange the same at their own cost.
- ❖ Settlement of additional bills: The hotel will be instructed to open separate folio for each participant. Participants may directly settle their additional dues regarding family member, laundry, telephone, mini bar, room service, overstay etc. with the hotel before checkout.
- ❖ The participants shall be awarded Certificate of Participation on successful completion of programme.
- ❖ Any other terms and conditions apply as may be notified by NPC at any point of time.
- ❖ Referring to GST guidelines, you are requested to confirm the applicability of GST payment for your department.
- ❖ Participants are required to follow the necessary COVID protocols during training.



NATIONAL PRODUCTIVITY COUNCIL
5-6 Institutional Area, Lodhi Road, New Delhi – 110003
npctraining@npcindia.gov.in

APPLICATION FORM FOR NOMINATIONS

Title of Programme:

Programme Code:

Programme Duration:

Location:

Details of Nominated Participants:

S. No	Name of Delegate	Designation	Mobile No.	Email ID	Official Address for correspondence
1					
2					
3					
4					
5					

Details of Nominating Authority:

Name:

Designation:

Organization:

Address

Contact Number:

Email ID:

Signature

Details of Proof of payment of Programme fee (*RTGS / NEFT Details; Cheque, DD*):

Payment Particulars

- **ECS Payment Details:** Indian Overseas Bank, 70, Golf Link, New Delhi Branch; A/c No. 026501000009207, IFSC Code. IOBA0000265
- In case of ECS Payment, the payment details should be intimated accordingly along with UTR number
- DD/Cheque should be drawn in the name of NATIONAL PRODUCTIVITY COUNCIL payable at NEW DELHI
- Programme Fees per Participant plus GST to be paid in advance
- PAN No: AAATN0402F, GSTIN: 07AAATN0402F1Z8



National Productivity Council

(Under Department for Promotion of Industry and Internal Trade)

Ministry of Commerce and Industry, Government of India

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New Delhi - 110003

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