



National Productivity Council

**Training Programme
on**

***Procurement, Tendering and General Financial Rules (GFR),
2017***

PROGRAMME CODE: (TP/22-23/58)

17-21 Oct 2022

(Jaipur)



1. ABOUT NPC

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 organisations including Central Government Ministries and State Governments.

2. PROGRAMME ON GENERAL FINANCIAL RULES 2017

The General Financial Rules (GFRs) are a compilation of rules and orders of the Government of India to be followed by all while dealing with matters involving public finances. These rules and orders are treated as executive instructions to be observed by all Departments and Organisations under the Government and specified Bodies except otherwise provided for in these Rules”- as noted in the preface of the GFR 2017 Rule book. Finance is a specialized discipline, and all government/public sectors officials need to be conversant with the General Financial Rules 2017.

3. LEARNING OBJECTIVES

The program aims at exposing participants to perform better in their roles in dealing with matter related to public financial.

- To the responsibility & accountability associated with the public finances
- To the various DOs and DONTs in the matters of public finance
- Implementation of GFR 2017
- To the impacts of GFR 2017 on organizational financial practices

4. BROAD PROGRAMME COVERAGE

- Overview of the General Financial Rules 2017
- GFR – Procurement of Goods and Services (Rule 142-206)
- Provision of Grants release and consultancy services
- Rule 149 - GEM
- Contract Management in brief

5. METHODOLOGY

The training sessions would be interactive in nature. The methodology of the programme would be participative with a focus on the principal of adult learning. The sessions will include conceptual deliberations, presentations, case studies and group exercises and discussion.

6. PARTICIPANTS' PROFILE

All level of Officials from both Central & State Government Departments, Academic Institutions, Public Sector Undertakings, Private Sector Units, Co-operative Sector Organizations, Financial Institutions, autonomous institutions, NBFCs, Corporations, Labor Unions/Associations.

7. FACULTY

The Faculties for the training programme will comprise of senior NPC Experts & other renowned and experienced Trainers from the respective field.

8. PROGRAMME FEE & VENUE

Programme Date & Code	<i>Oct 17-21, 2022 (TP/22-23/58)</i>	
Program Venue	Jaipur	
Programme Fee	Residential Participants ₹ 55500/- + 18% GST	Non-Residential Participants ₹ 30500/- + 18% GST
For Residential Participants	Check-in at hotel: 17/10/2022 at 11 am Check-out from Hotel: 21/10/2022 at 11 am early check-in is subject to availability of room at hotel	

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, GST No.: 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
Tel: 011-24607319, 8447469855**

- **Last date for Receiving of nominations: 07th October 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 card 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					

Details of Nominating Authority:

Name:

Designation:

Organization:

Address

Contact Number:

Email ID:

GSTN:

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 or receipt of invoice
- PAN No: AAATN0402F, GSTIN: 07AAATN0402F1Z8

Procurement, Tendering and General Financial Rules (GFR), 2017



National Productivity Council

(Under Department for Promotion of Industry and Internal Trade)

Ministry of Commerce and Industry

Government of India

5-6, Institutional Area, Lodhi Road

New Delhi – 110003

Tel: +91-11-24607319

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