

**Web-learning sessions on CPP Portal in the month of November and December 2019**

To facilitate seamless integration and adoption of the CPP Portal, NIC is conducting web-learning sessions. Detailed schedule of sessions starting 1<sup>st</sup> November to 31<sup>st</sup> December 2019, to impart training on e-Procurement on the **Central Public Procurement (CPPP)** Portal is given below.

Users from all Government of India Ministries, Departments, their attached / subordinate offices, Central Public Sector Enterprises (CPSEs), autonomous or statutory bodies join any of these training sessions.

**Training Schedule**

Day	Dates	Time	Topic
Monday	4, 11, 18 and 25 <b>November</b> 2019	2:30 PM to 4:30 PM	Creation of Nodal and User Accounts / Drafting of Tender Document as per eProcurement & Creation of Bill of Quantity (BoQ) with Samples
	2, 9, 16, 23 and 30 <b>December</b> 2019		
Tuesday	5, 19 and 26 <b>November</b> 2019	2:30 PM to 4:30 PM	Creation and Publishing of tender enquiries on CPP Portal
	3, 10, 17, 24 and 31 <b>December</b> 2019		
Wednesday	6, 13, 20 and 27 <b>November</b> 2019	2:30 PM to 4:30 PM	Opening and Evaluation of Technical Bids and Financial Bids and AOC
	4, 11 and 18 <b>December</b> 2019		
Thursday	7, 14, 21 and 28 <b>November</b> 2019	2:30 PM to 4:30 PM	Bidder Training - Registration , DSC Enrollment and Submission of online bids
	5, 12, 19 and 26 <b>December</b> 2019		
Friday	1, 8, 15, 22 and 29 <b>November</b> 2019	2:30 PM to 4:30 PM	Tender cum Auction Process
	6, 13, 20 and 27 <b>December</b> 2019		

**Pre-requisites to attend the training session:**

Minimum Hardware / Software Requirements:

1. Hardware: 1.5 GHz CPU & 512 MB RAM.
2. OS: Linux, Windows, MAC, iPad, Android OS.
3. Internet Access: At least 512 Kbps.
4. Speakers or headphones.
5. Microphone (in case the users want to ask questions through voice-chat).
6. Supported Browser: Firefox, and Google Chrome.
7. Flash Player  
(<http://get.adobe.com/flashplayer/otherversions/> )
8. Java Run Time Environment.

**How to join the training session:**

1. Open the site <http://webcon.nic.in>
2. Select Meeting “**Training on central Public procurement portal**” from dropdown, enter your “Email ID ” in name field.
3. Enter password **Guest123\$** for selected meeting and enter the captcha.
4. Click on Join Button and select “Listen only” mode.
5. You are requested to login 15 minutes before each session, to ensure that the video and audio is working.
6. For any troubleshooting, please refer to the user manual available at the URL \_  
<https://eprocure.gov.in/cppp/trainingdisp>

For any specific queries on Webcon Training, please send mail to [cppp-nic@nic.in](mailto:cppp-nic@nic.in)