

TRAINING PROGRAM ON PUBLIC PROCUREMENT (BASIC)

About AJNIFM

The Arun Jaitley National Institute of Financial Management (AJNIFM) is a Centre of Excellence specializing in capacity building of professionals in the fields of public policy, financial management and other governance issues for promoting highest standards of professional competence and practice. AJNIFM is a premier resource center for the capacity building of senior, middle and entry level of management in Government of India. AJNIFM also caters to the training needs of state governments, defence establishments, banks, autonomous bodies, local government, public sector undertakings and other financial institutions. Training Programmes are customized and executed for the officials from other countries as well. Apart from capacity building, AJNIFM is also engaged in research studies in the areas of accounting, audit, financial management, parliamentary financial control and other issues related to public policy and delivery systems.

AJNIFM has a sprawling, lush, green campus of forty two acres situated in Faridabad, N.C.R. It has state-of-art training halls, computer labs, hostels, indoor and outdoor sports complex and library having unique architectural design.

About this course

Large amount of public funds are being spent on public procurement for which specific rules and procedures have been framed. It is imperative that the executives/officers/ staff engaged in public procurement & arbitration possess thorough knowledge of all the relevant rules, regulations and procedures of public procurement, & arbitration

Ministry of Finance, Government of India has identified AJNIFM as the nodal agency for conducting training programmes on these subjects with a view to educating and familiarizing the concerned executives/officers with all the relevant rules and procedures of public procurement. AJNIFM receives active support from Public Procurement Division of Ministry of Finance, Government of India in this regard. AJNIFM has been conducting such training Programmes regularly since 1996.

Pedagogy and Faculty

AJNIFM offers very high quality training solutions for all types of public procurement of goods, works and consulting services. The Institute has vast intellectual resources to meet the ever increasing demand of building public procurement capacity. Training modules and online session plans have been carefully designed to cover both the theories and practices of public procurement with case studies, group discussions etc. The faculty comprise academics of AJNIFM and leading experts who have about four decade's experience in various areas of public procurement, including policy formulation. Many are currently engaged as senior consultants/advisers/trainers in various organizations like the World Bank, government departments, Competition Commission of India and consulting firms.

For Whom and Duration

All officers and staff presently dealing with or are likely to be associated with public procurement of goods, works and services (from Procurement, Finance, Technical / user departments and Audit) should attend. This is a four day online and five and half day residential training programme.

Programme Contents

1. Introduction to Public Procurement
2. GFR 2017 on Procurement of Goods
3. Contract Management
4. CVC Guidelines on Procurement of Goods
5. Procurement of Outsourced Services
6. Procurement Through GeM (Government e-Market place)
7. Procurement of Consulting Services & Case Studies *
8. Procurement of Works & Case Studies *
9. E-procurement of Goods: Theory and Practice with Hands-on-Sessions *

* Covered only in Residential training

Important Information

Upto March, 2021 AJNIFM has conducted 202 basic public procurement programmes (online/residential) and trained 8792 participants from across the spectrum of government, including various Ministries/Departments of the Government of India such as CPWD, ISRO, ICAR, CGWB, NIC, GSI, Income Tax, Department of Post, DoT, Department of Atomic Energy, Academic Institutes like IITs, AIIMS, Defence Services (Army, Air Force & Navy), and CAPFs like BSF, CRPF, ITBP etc.

Training Schedule

The following online/residential programs have been planned for the year 2021-22.

Schedule of Online/Residential training during April, 2021 to March, 2022					
Month	Slot/Mode of Training	Month	Slot/Mode of Training	Month	Slot/Mode of Training
Apr, 21	05-08 Apr/O	Aug, 21	09-14 Aug/R	Dec, 21	13-18 Dec/R
	26-29 Apr/O		23-28 Aug/R		03-08 Jan/R
May, 21	03-06 May/O	Sep, 21	06-11 Sep/R	Jan, 22	17-22 Jan/R
	17-20 May/O		20-25 Sep/R		30 Jan-05 Feb/R
June, 21	07-10 June/O	Oct, 21	04-09 Oct/R	Feb, 22	07-12 Feb/R
	14-17 June/O		25-30 Oct/R		14-19 Feb/R
	21-24 June/O	Nov, 21	08-13 Nov/R		21-26 Feb/R
05-10 July/R	15-20 Nov/R		21-26 Mar/R		
July, 21	12-17 July/R		22-27 Nov/R		
	19-24 July/R		29 Nov-04 Dec/R		

O-ONLINE, R-RESIDENTIAL

Conduct of Online Course

As the classes will be conducted online (upto June, 2021), so participants need to have own computer and good internet connection. After registration, participants will receive link to attend live sessions. Please note that these are not pre-recorded videos but are live interactive sessions, which will not be repeated for absentees.

Course Fee for Online trainings (upto June, 2021)

- For Officers of central government ministries, departments, their attached and subordinate offices, central autonomous bodies, central statutory and regulatory bodies – Course fee will be paid by the Ministry of Finance, GOI.
- State Governments and PSUs participants – ₹20,000/- plus applicable GST (Rupees Twenty thousand plus applicable GST) per participant.
- **The course fee may be remitted before commencement of the program** through RTGS/NEFT, details for which are: National Institute of Financial Management, PAN: AAAAN2489D, GST No.06AAAAAN2489D1ZQ, Name of the Bank: HDFC Bank, IFSC: HDFC0002445, MICR No. 110240246, Account No. 50100083121045

Course Fee for Residential trainings (July, 2021 onwards trainings)

- For Officers of central government ministries, departments, their attached and subordinate offices, central autonomous bodies, central statutory and regulatory bodies – Course fee will be paid by the Ministry of Finance, GOI.
- State Governments and PSUs participants – ₹46,000/- plus applicable GST (Rupees Forty Six thousand plus applicable GST) per participant. The course fee includes boarding, lodging and study material.
- **The course fee may be remitted before commencement of the program** through RTGS/NEFT, details for which are: National Institute of Financial Management, PAN: AAAAN2489D, GST No.06AAAAAN2489D1ZQ, Name of the Bank: HDFC Bank, IFSC: HDFC0002445, MICR No. 110240246, Account No. 50100083121045



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