

No.F.13/1/2023-PPD
Government of India
Ministry of Finance
Department of Expenditure
Procurement Policy Division

264-C, North Block, New Delhi.
02.06.2023.

OFFICE MEMORANDUM

Subject: Training Programs on Public Procurement for Government officers at Administrative Staff College of India (ASCI), Hyderabad.

Administrative Staff College of India (ASCI) will be organizing three training programs on Public Procurement as per following schedule in their Hyderabad campus:

1. 07 August to 11 August, 2023
2. 25 September to 29 September, 2023
3. 27 November to 01 December, 2023

2. A brochure detailing the programs is annexed herewith. All Ministries/ Departments are requested to nominate officers/ staffs who are currently engaged in the area of Public Procurement, directly or indirectly or who are likely to be posted in procurement activities in the near future.

3. Ministries/ Departments may also direct their attached/ subordinate bodies and autonomous bodies to nominate their officials for these trainings. **Complete cost for the training will be borne by the Department of Expenditure.**

4. The nominations may please be sent to Mr. G. Sreenivasa Reddy, Programmes Officer, Administrative Staff College of India, Bella Vista, Hyderabad -500082, Mobile: 9246203535, e-mail: poffice@asci.org.in. The copy of this O.M. is also available on website of this Department www.doe.gov.in → Notifications → Circular/ O.M./ Notifications → Procurement Policy/O.M. Any further query in this regard may be sent to ASCI/undersigned.

Encl : As above


Kanwalpreet
Director (Procurement Policy)
Tel.: 23093811
Email: kanwal.irss@gov.in

To

Secretaries/ Financial Advisers of all Central Government Ministries/ Departments.



**Department of Expenditure,
Ministry of Finance, GoI**
Sponsored Training Programme on
Public Procurement Principles

DATES:

1. 7th to 11th August 2023
2. 25th to 29th September 2023
3. 27th November to 1st December 2023

ABOUT ASCI

ASCI is a not-for-profit, public-purpose institution of repute established in the year 1956 by the Government of India in partnership with industry. The College is engaged in providing education, management training, research and advisory services to the Government, multilateral organizations and industry. ASCI has been conducting programmes for IAS officers (since the 1950s) on important governance issues. Since 1964, the College has been conducting programmes for senior Government officials from various countries supported by MEA. We have been conducting mandatory training for the various services of IFS, ISS, IES on sector specific areas and contemporary topics. The College also caters to Management Development Programmes for senior and middle level executives in Industry. All the facilities and infrastructure of the College are also built around this activity to support it.

ASCI has made a mark in its Research and Consultancy services too. Many of our reports have resulted in development of policies of the GoI. We get regular and repeat assignments from Governments, Industry, UN organizations, and other multilateral organizations, which is a testament to our good quality of work.

ASCI has demonstrated expertise in the design and conduct of training programmes in both general management and functional areas. ASCI conducts about 200 training programmes for various organizations every year. ASCI, along with its knowledge partners, conducts a very successful and content rich training programme on World Bank Procurement Procedures. The programme, till now, has seen 80 batches wherein officers from India and countries all across the world actively participate. Seven years back, ASCI has also engaged with the Asian Development Bank and we have been conducting training programmes on ADB Procurement Procedures, FIDIC Contracts and so on since then. Government of Sri Lanka also utilized our services to train their senior medical professionals and other officers in the Ministry of Finance in the domain of Public Procurement. In parallel, we have also been conducting training programmes on Public Procurement Principles and GeM, Project and Contract Management, Legal Aspects of Contract Management, ADR Mechanism for the Civil Court System and so on for various government entities and Public Sector Enterprises.

PROGRAMME OVERVIEW

Public Procurement is a mechanism by which Government Departments and Public Sector Enterprises procure goods, capital equipment and supplies and arrange for their distribution, or award contracts for construction of civil and related works utilizing public funds and resources in a fair and transparent manner.

Public Procurement plays an important role in the economy of any country. Its importance stems in budget formulation and in achieving Value for Money through optimized resource application. It also plays a pivotal role in achieving and maintaining aggregate fiscal discipline through robust process control systems.

Various Ministries, Departments, and their subordinate offices, local urban bodies, Public Sector Enterprises and other Government (including autonomous) bodies spend a sizeable amount of their budget on procurement of goods, works and services to discharge the duties and responsibilities assigned to them. To ensure that these procurements are made in a uniform, systematic, efficient and cost-effective manner and also to ensure that there is fair and equitable treatment of suppliers, governments prescribe various statutory guidelines, provisions, rules, financial, vigilance, security, safety, counter-trade and other regulations from time to time. It is imperative that the executives / officers engaged in procurement activities possess thorough knowledge of all the relevant rules, regulations and procedures of public procurement to discharge their functions and duties effectively.

IMPACT

This training programme is intended to provide / refresh the broad perspectives of the Principles and Best practices of Public Procurement and GeM. The specific objectives of the programme are:

- ▶ To update the knowledge of the participants on the latest Principles and Best Practices of Public Procurement
- ▶ To highlight the major areas of critical importance (like processes / issues pertaining to Bid Documents, Receipt, Opening, Evaluation of Bids and Award of Contracts, utilization of GeM) in Public Procurement so that the efficiency of public expenditure increases

- ▶ To enhance the knowledge of participants on the frontline areas of Legal issues in Public Procurement and Alternative Dispute Resolution Mechanism to the Civil Court System
- ▶ To expose the participants to the latest Case Studies of Public Procurement

PARTICIPANT PROFILE

Officers / Engineers / Managers / Executives working for various Central Government Ministries / Departments including attached / subordinate bodies and autonomous bodies who are currently engaged with procurement activities either directly or indirectly are ideally suited to attend this training programme. The officers who are likely to be posted in procurement activities in the near future may also attend the programme and gain benefit.

PEDAGOGY

The methodology proposed will be a mix of teaching and experience sharing, to promote a learning atmosphere for the participating officials. Lectures will be including case discussions based on experiences.

VENUE

The programme is fully residential and the participants will be accommodated in air conditioned single occupancy rooms. The College does not provide accommodation for the family. The College is Wi-Fi enabled in a comprehensive way.

DATES

1. 7th to 11th August 2023
2. 25th to 29th September 2023
3. 27th November to 1st December 2023

The participants may arrive a day before commencement of the programme, but not later than 0800 Hrs on the first day of the programme and may leave after the conclusion of the programme.

DOE SPONSORSHIP

All Central Government Ministries and Departments can nominate their officers who are currently engaged in Procurement either directly or indirectly. Ministries / Departments may also direct their attached / subordinate offices, autonomous / statutory bodies etc to nominate their officials for the training. **Complete cost of the training for participants from Central Government Ministries / Departments and their attached / subordinate bodies will be borne by the Department of Expenditure, GoI.** However, the nominating department / unit has to bear the travel cost and TA / DA of their nominees.

MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The nominating organization is required to endorse the nominees' medical coverage in the event of hospitalization.

ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

Programme Director

Prof. B V N Sachendra

**bvns@asci.org.in
(+91) 9963174706**

Administrative Staff College of India (ASCI) is taking all the precautionary measures and following all the norms (in light of COVID 19) to provide a safe environment for the participants who are visiting our Campus to attend the Training Programmes.



Administrative Staff College of India

Bella Vista, Raj Bhavan Road, Khairatabad,
Hyderabad - 500 082, India.

Telefax (Programmes Office) : 0091-40-23324365
Mobile: 9246203535, Phone : 0091-40-66534247
Fax : 0091-40-66534356

College Park Campus

Road No. 3, Banjara Hills,
Hyderabad - 500 034.
Tel: 040-66720700 / 01 /02 /05
Fax : 040-66720725

Delhi Campus

C-24, Institutional Area
South of IIT, Behind Qutub Hotel
New Delhi-110 016.
Tel: 011-26962204, 26961750, 26961850



Nomination Form

DEPARTMENT OF EXPENDITURE, MINISTRY OF FINANCE, GoI

Sponsored Training Programme on

Public Procurement Principles

Please ✓ mark the programme for which the nomination is made:

1. 7th to 11th August 2023
2. 25th to 29th September 2023
3. 27th November to 1st December 2023

Nominee's Contact Information :

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
		Home :	_____
e-mail :	_____	Fax :	_____

Sponsor's Details

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN No. :	_____
Address :	_____
	Pincode : _____
Phone(s) :	(Off) : _____
	(Mobile) : _____
e-mail :	_____
	Fax : _____

Medical Insurance

Name of the Insurance Agency	Policy Number	Validity upto
Note : Coverage should be available in Hyderabad, India		

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Sreenivasa Reddy, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in