

Ref: GEM/05/24

26.12.2023

**WORKSHOP ON GOVERNMENT e-MARKETPLACE (GeM) AND PREVENTIVE
VIGILANCE IN PROCUREMENT AT GANGTOK, SIKKIM**

National Academy of Human Resource Development (NAHRD) was established to deliver competency-enhancing learning to officials of Central Govt., State Govt., Public Sector Undertakings, Autonomous Bodies, Banks, Insurance Companies, etc. We have organized a large number of workshops in the past, which have been very well attended and appreciated by officials of various organizations across the country.

A workshop on **Government e-Marketplace (GeM) and Preventive Vigilance in Procurement** is being organized by NAHRD from **15.05.2024 to 18.05.2024** at **Gangtok, Sikkim**.

The above-mentioned workshop is for the benefit of officers dealing with purchase procedure, administration and vigilance in Government, Semi Government, Autonomous Bodies, Public Sector undertakings, etc. GeM is completely online and end-to-end integrated e-procurement portal for products and services aiming to promote ease of doing business. Many users are facing a number of issues in using GeM and certain tips for effective use are unknown to many. This workshop will enable the participants to gain overall understanding of GeM with adequate hands-on training for procuring goods and services on GeM. This workshop will also provide preventive vigilance strategy to the participants thereby helping them in preventing happening of any untoward incident with adverse implications during the procurement process. After the workshop the participants shall have updated knowledge and skills on the following aspects:

- Overview of Public Procurement
- Manual Procurement vs. e-Procurement
- GeM: Introduction, registration, formalities and procedure
- GFR Rule 149 for GeM
- Procurement cycle and payment procedure in GeM
- Placement of order for goods and services on GeM
- Special conditions for parties under GeM
- Receipt of Goods
- Bidding and reverse auction
- Significance of Vigilance in an Organization
- Measures & Sources of Preventive Vigilance
- Preventive steps to be taken during procurement
- CVC guidelines on preventive vigilance and procurement
- Complications and latest developments in GeM

Workshop Methodology

The workshop will be organized on highly participative lines. The training methods will include lectures, group discussions, exercises, presentations, case studies, etc. Hands on experience on the GeM portal will also be provided.

National Academy of Human Resource Development
Office: A-304, GF, Defence Colony, New Delhi- 110024

Faculty

Sh. Ramanathan V. is former Training Head, GeM, Ministry of Commerce & Industry, Government of India. He is having more than 30 years of experience in Finance, Accounts, IT and IT enable services. He is now working is consultant in the area of IT enabled services like training and facilitation. He has actively worked with both private as well as public sector. He was actively associated with GeM and is having huge experience in the area of Public Procurement and GeM.

Sh. M.C. Panda is former Additional Director General, Directorate General of Supplies & Disposal and also former Additional Secretary, Ministry of Commerce, Government of India. He is having more than 30 years of experience in Administration, Procurement and Contract Management. He is presently engaged as member of outside expert committee of public sector undertakings. In addition, he has also been a faculty on the present subject with Institute of Secretariat Training and Management (ISTM), Department of Personnel and Training, Government of India. He is having huge experience on Project Management, Public Procurement, Contract Management and other related subjects.

Sh. Apendu Ganguly is former Director, Ministry of Defence, Government of India. During his service with Government of India, he has handled various personnel, establishment, administrative, legal and statutory matters. He has also served as full time faculty member with Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India. In addition, he is a regular visiting faculty member with Delhi Judicial Academy, Defence Headquarters Training Institute, Defence Research & Development Organization, National Institute of Financial Management, Institute of Secretariat Training and Management, Department of Personnel and Training, Government of India etc. He is having huge experience in Preventive Vigilance.

Multiple workshops organized by NAHRD have been attended and appreciated by officers of organizations that includes but not limited to Ministry of Road Transport & Highways, Ministry of Commerce & Industry, LIC of India, Reserve Bank of India, SEBI, Coal India Ltd., Engineers India Ltd, FSSAI, Tariff Authority of Major Ports, Indian Oil Ltd, BPCL, IITs, NITs, IIITs, IIMs, IHMs, NHPC, Bank of Baroda, SBI, Punjab National Bank, NABARD, DFCCIL, HUDCO, HAL, JNPT, Syndicate Bank, IDBI Bank, Quality Council of India, Telecom Regulatory Authority of India, Delhi University, Export- Inspection Council of India, Spices Board, Rail Land Development Authority, ONGC, Indian Space Research Organization, Directorate of Advertising & Visual Publicity, Border Security Force, GIC of India, EXIM Bank, Delhi Metro Rail Corporation, Mumbai Metro Rail Corporation, Election Commission of India, New India Assurance Co. Ltd., North Eastern Council, India Trade Promotion Organization, IREDA, Dredging Corporation of India Ltd., TIFAC, Wildlife Institute of India, Bharat Dynamics Ltd., Bureau of Indian Standards and many more.

Participation Fee:

Single Occupancy- Rs. 64,000/- plus GST @ 18% per participant

Twin Sharing- Rs. 55,000/- plus GST @ 18% per participant

Non-Residential- Rs. 40,000/- plus GST @ 18% per participant

The participation fee for residential participants covers the cost of accommodation, meals & study material of the participants. Spouse/ family members are welcome on additional all-inclusive nominal charges in case nomination of the participant is on single occupancy. Twin Sharing is available only in case even number of participants of same gender from same organization. The participation fee for non-residential participants covers the cost of lunch & study material.

Venue: The Fern Denzong Hotel & Spa/ Yanthang Heritage, Gangtok, Sikkim-737101

Check In- 15.05.2024 (2:00 P.M.)

Check Out- 19.05.2024 (11:00 A.M.)

The workshop will commence at 9:30 A.M. on 16.05.2024 and will conclude at 5:30 P.M. on 18.05.2024. However, there will be an introductory session on 15.05.2024 after all participants have reported at the venue. In case of non-availability of rooms at training venue as on date of nomination, arrangements for stay shall be made in another property.

Nominations may be sent through post/ email by providing participants' name, designation, contact number & e-mail ID. Kindly also provide GSTIN of your organization at the time of nomination. Please note that participation fee is to be paid at the time of nomination. For making payment through NEFT, details are as under:

Name of Beneficiary: National Academy of Human Resource Development

Bank: Kotak Mahindra Bank. A/c No. 8912179265. CA. IFSC Code. KKBK0004620

PAN: AAJFN7963N

GSTIN: 07AAJFN7963N1ZF

For further information or clarification kindly contact:

Rohit Agarwal

Vivek Manchanda

Email- rohit@nahrd.in

Email-vivek@nahrd.in

Phone- +91 9873057803

Phone-+91 9650745789

Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nominated participant is not able to attend the workshop due to any reason and no substitution is made, fees shall still be payable. In case fees have already been paid, same shall be liable to be forfeited. Please note that we are going to follow all protective measures against COVID-19. Participants and their accompanying guests (if any) shall be required to fulfill requirements as required by competent authorities at points of boarding and arrival. NAHRD shall not be responsible for the same. In addition, NAHRD may also require participants and their accompanying guests to fulfill certain requirement(s) which will be conveyed one week before the workshop.

Limited seats available for the present workshop and hence the nominations will be accepted on first-come-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date for accepting nominations is **29.04.2024**.

You are requested to kindly nominate officers and executives for the present workshop at the earliest and draw maximum benefit from the opportunity.

Thanks & Regards



For NAHRD