

Ref: GEM/12/24

18.09.2024

### **ONLINE WORKSHOP ON GOVERNMENT e-MARKETPLACE (GeM)**

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.

An online workshop on **Government e-Marketplace (GeM)** is being organized by NAHRD from **03.12.2024 to 04.12.2024**

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
- Complications and latest developments in GeM

## **Workshop Methodology**

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

## **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.

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,, Spices Board, Rail Land Development Authority, ONGC, Indian Space Research Organization 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:** Rs. 8,000/- plus GST @ 18% per participant

## **Date & Timings:**

03.12.2024: Tuesday (10:00 to 13:15 hours)

04.12.2024: Wednesday (10:00 to 13:15 hours)

Relevant link for registration will be sent to all the participants 2 days before the workshop. Participants will also be awarded with digitally signed certificate after successful completion of the workshop.

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

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Nomination once confirmed cannot be cancelled, however substitution of participant(s) is allowed. In case nomination participant(s) is not able to attend the workshop due to any reason and no substitution is made, fees shall be payable. Limited seats available for the present workshop and hence the nominations will be accepted on first-cum-first-serve basis. Organizations are kindly requested to seek confirmation about availability before nominating. Last date of accepting nominations is **29.11.2024**.

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

A handwritten signature in black ink, appearing to be the name 'A. K. Singh' or similar, written in a cursive style.

For NAHRD