



मानव संसाधन प्रबंधन एकक
भारतीय कृषि अनुसंधान परिषद
कृषि अनुसंधान भवन-II, नई दिल्ली-110012

F.No. HRM-3(1)/2021-KAB.149

Dated:- 15 March, 2021

OFFICE MEMORANDUM

Subject:- Online Training Programme on Public Procurement for Government Officers at Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad

Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad has invited nominations for the Online Training Programme on Public Procurement. The programme is meant for the officers and staff currently engaged in the area of Public Procurement directly or indirectly. As the officers/staff keeps on rotating due to transfers etc., the officers/staff who are currently not dealing in this area can also be sent for these training.

The schedule of training programmes during 2021-22 is as below:

Month	Duration	Last date of receipt of nomination	Month	Duration	Last date of receipt of nomination
April, 2021	26-29 April	26.03.2021	October, 2021	04-09 Oct	17.09.2021
May, 2021	03-06 May	06.04.2021		25-30 Oct	20.09.2021
	10-12 May	12.04.2021	November, 2021	08-13 Nov	04.10.2021
	17-20 May	19.04.2021		15-20 Nov	11.10.2021
	31 May-02 June	03.05.2021		22-27 Nov	21.10.2021
June, 2021	07-10 June	10.05.2021		29 Nov -04 Dec	08.11.2021
	14-17 June	17.05.2021	December, 2021	06-08 Dec	15.11.2021
	21-24 June	24.05.2021		13-18 Dec	18.11.2021
	28-30 June	02.06.2021		20-24 Dec	26.11.2021
July, 2021	05-10 July	07.06.2021	January, 2022	03-08 Jan	02.12.2021
	12-17 July	14.06.2021		17-22 Jan	13.12.2021
	19-24 July	21.06.2021		30 Jan-05 Feb	03.01.2022
	26-30 July	25.06.2021	February, 2022	07-12 Feb	10.01.2022
August, 2021	02-04 Aug	05.07.2021		14-19 Feb	17.01.2022
	9-14 Aug	09.07.2021		21-26 Feb	24.01.2022
	23-28 Aug	04.08.2021		28 Feb-02 March	02.02.2022
September, 2021	06-11 Sept	13.08.2021	March, 2022	07-11 Mar	14.02.2022
	13-17 Sept	17.08.2021		21-26 Mar	25.02.2022
	20-25 Sept	02.09.2021			
	27-29 Sept	08.09.2021			

The aim of the training programme is to educate and familiarize the concerned executives/officers engaged in public procurement with all the relevant rules, regulations and procedures of public procurement as large amount of public funds are being spent on public procurement.

The Officials who need training in this area may send their nomination in the prescribed nomination form through proper channel to HRM Unit, ICAR HQs latest by **as per last dates given in the table** for onward transmission to AJNIFM, Faridabad. The Nomination Form may be downloaded from ICAR website under **Col. Circular/HRM Unit**. The nomination form is enclosed also. **The nomination shall be entertained only when they are received within a month before the last date of nomination mentioned in the table.** The nomination may not be sent online directly to AJNIFM until it is approved by the Council.

The Officials who have already attended this programme need not apply. The applicants will not be allowed to withdraw their nominations after acceptance by AJNIFM, Faridabad. The participation in the above programme will subject to acceptance of nomination by AJNIFM, Faridabad and also further orders from the Council. Course fee will be paid by Ministry of Finance, Department of Expenditure, Government of India. However, the TA as admissible under rules will be borne by the Institute concerned of the participants.

Suman
15/3/2021

ADG (HRM) &
Training Manager, ICAR

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NOMINATION FORM

Training Programme on Public Procurement (Advanced)

Name _____

Male ☐ Female ☐

Designation: _____

Organisation: _____

Dates of Program that you want to attend: _____

Address for communication _____

_____ City _____ Pincode _____

Phone (O) _____ (R) _____ Mobile: _____

Email: _____ Fax: _____

Brief Experience of dealing with Procurement Matters

Have you attended the Training on Public Procurement (6 Days) at NIFM. If yes when _____

Signature of the Candidate

TO BE FILLED IN BY THE SPONSOR

Name of the sponsor _____ Designation _____

Address for communication _____

_____ City _____ Pin _____

Phone _____ Fax _____ Email _____

Detail of Fee Sent (If applicable)

Signature of the Sponsor
with stamp of the organisation

Date: _____

Please return the duly filled form to: advancedprocure@nifm.ac.in

For further details, please refer our website: www.nifm.ac.in or contact the Programme Director

NATIONAL INSTITUTE OF FINANCIAL MANAGEMENT

(Ministry of Finance, Government of India)

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PS: Photocopy of this form can also be used