



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

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

Dated: 12th May, 2021

OFFICE MEMORANDUM

Subject:- Invitation of nominations for Online Training Programme on “Public Procurement for Government Officers” being organized by Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad during June-July, 2021

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 June-July, 2021 is as below:

Month	Duration	Last date of receipt of nomination
June, 2021	07-10 June	20.05.2021
	14-17 June	21.05.2021
	21-24 June	24.05.2021
	28-30 June	02.06.2021
July, 2021	05-10 July	07.06.2021
	12-17 July	14.06.2021
	19-24 July	21.06.2021
	26-30 July	25.06.2021

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 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.

-Sd/-

**ADG (HRM) &
Training Manager, ICAR**

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sohrm2021@gmail.com

Distribution:-

1. All Officers/ Sections of ICAR HQs at KB/KAB-I&II/ NASC, New Delhi
2. All Directors of ICAR Institutes
3. All HRD Nodal Officers of the ICAR Institutes
4. E-office Notice Board
5. ICAR Portal/ HRM Portal
6. Guard File



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)

Sector-48, Pali Road, Faridabad – 121 001, Haryana

Telephone: (O) 0129-2465444 & Fax: 0129-2418867, 2418879

PS: Photocopy of this form can also be used