



पंडित दीनदयाल उपाध्याय राष्ट्रीय सामाजिक सुरक्षा अकादमी  
PANDIT DEENDAYAL UPADHYAYA NATIONAL ACADEMY OF SOCIAL SECURITY



कर्मचारी भविष्य निधि संगठन (श्रम एवं रोजगार मंत्रालय, भारत सरकार)

EMPLOYEES PROVIDENT FUND ORGANISATION

MINISTRY OF LABOUR AND EMPLOYMENT, GOVERNMENT OF INDIA

30-31 इंस्टिट्यूशनल एरिया, जनकपुरी, नई दिल्ली-110058, फोन - 28521199, फैक्स - 28525987

30-31 Institutional Area, Near CNG Petrol Pump, D-Block, Janakpuri, New Delhi - 110058

Phone: 011-28521199, Fax: 28525987

Email: [natrss@epfindia.gov.in](mailto:natrss@epfindia.gov.in)

No:13/37/2017-18/PDNASS/2283

Dated: 14.12.2017

To

18 DEC 2017

All ACCs of Delhi & NCR

The ACC(ASD), Head Office

The Regional PF Commissioners -I, Delhi & NCR.

**Sub: Training Programme on Public Procurement - Nomination(s) Regarding.**

Sir,

In pursuance of the instructions of the Department of Expenditure, Ministry of Finance, Govt. of India, the National Institute of Financial Management(NIFM),Faridabad is conducting programmes for upgrading the capacities of concerned officers/staff with all the relevant rules & procedures of Public Procurement. The training programme also includes two days hands on training for e-procurement in association with National Informatics Centre(NIC).

Pandit Deendayal Upadhyaya National Academy of Social Security (PDUNASS) is coordinating the training for the Officers/staff of EPFO. The complete cost of training including Boarding & Lodging will be borne by Department of Expenditure, Govt. of India.

Each training Programme of six days will be held as per the following schedule:

**January, 2018**

- 15 Jan - 20 Jan, 18
- 29 Jan - 03 Feb, 18

**February, 2018**

- 05 Feb - 10 Feb, 18
- 19 Feb - 24 Feb, 18

**March, 2018**

- 05 March - 10 March, 18
- 12 March - 17 March, 18
- 19 March - 24 March, 18
- 26 March - 31 March, 18

The course will be conducted by NIFM at the following venue:

**National Institute of Financial Management, Sector-48, Pali Road, Near Badkhal Lake, NCR, Faridabad-121001(Haryana)**

The course will broadly cover the following topics:

1. Principles of Public Procurement
2. Procurement of Goods & Works with Government Fund
3. Procurement of Consulting Services
4. Small Value Procurements
5. Hands-on Session on Government E-market Place(GeM)
6. Contract Management
7. Audit of Public Procurement by C & AG
7. E-procurement

It is requested to nominate one RPFC-II or APFC and one staff handling Procurement Work from each Regional Office for any of the above programme. The name of the nominated officer/staff may please be communicated latest by 08.01.2018.

**(This issues with the approval of Director, PDNASS)**

Yours faithfully,

(Shyam V. Tonk)

RPFC-I/Course Director  
Phone: 28521199