Prog. No. T-216: Workshop on **"Government e-Market Place (GeM) & Central Public Procurement Portal (E-Procurement)**
From 23rd to 25th May 2022
At Bangalore

WHO SHOULD ATTEND -:

The course may be attended by Middle and Senior Level Officers & Managers dealing with Purchase, Material Management, Administration and Finance & Accounts in Government Departments, Statutory Bodies, PSUs and Autonomous Bodies.

COURSE OUTLINE:-

- Introduction to GeM General Financial Rules and Government of India Procedures of Procurement of Goods through GeM
- Direct Purchase through GeM
- L-1 Purchase Through GeM
- Creating a Bid in GeM portal and understating the various clauses, terms and conditions.
- Creating a customized Bid and BOQ Bid in GeM portal
  Commercial Evaluation of Bids (MSE & MII status)
  Technical evaluation of Bids
  Award of contract and incident handling
  Creating PRC , CRAC and updating payment process.
- E-Procurement, Guidelines, Difference between Manual Procurement, E-Publishing and E-Procurement.
- Back-end infrastructure for E-procurement, Step by step Guide to E-Procurement
- Overview of Tender creation, Publishing, Opening and Evaluation of Technical and Financial Bids under e-procurement in CPP Portal
- Award of contract updating in CPP Portal.

FEE:-

A. Non-Residential:-Rs.13000 + 18% GST = Rs. 15340/- Per Participant (includes Study material, Lunch & Conference Tea)

B. Residential on twin sharing basis- Rs. 25000 + 18% GST = Rs. 29500/- Per Participant (If the Organisation is nominating two officials (same gender) for the above programme and they are willing to share a room)

C. Single occupancy:– Rs.34000 + 18% GST = Rs. 40120/- Per Participant (Spouse/Family members are welcome on complimentary basis).

COURSE DURATION-: The workshop will commence at **02:30PM on 23.05.2022 and will conclude at 5:00PM on 25.05.2022**

RESIDENTIAL CANDIDATE: Check in **23rd May 2022** Afternoon & Check out **26th May 2022,** Forenoon

Prog. No. T-216B: Workshop on **"Financial Management, Audit & Accrual Accounting for Autonomous Institutions"**
From 25th to 27th May 2022
At Bangalore

WHO SHOULD ATTEND -:

The programme is designed for Middle and Senior Level officials of Autonomous Bodies in the areas of Finance, Accounts, Purchase and Administration.

COURSE OUTLINE:-

- **R & P Accounts, Income & Expenditure Accounts, Profit & Loss A/c.**
- **Preparation of Annual Account.**
- **Different Schedules of Annual A/c.**
- **Depreciation & Reserves & Rectifications of Errors.**
- **Computerised Accounting & accounting through PFMS.**
- **Accounting of externally funded projects.**
- **Audit reports on Annual Account including case studies.**
- **Journal, ledgers, trial balance, BRS, Balance sheet**
- **Cash book entry**
- **Stock entry of consumable and non-consumable items.**
- **Standers & Step by step procedure of payment of Bills after receiving in Accounts section.**
- **General Principles and accounting concepts.**
- **Provisions of GST & Income Tax**
- **General financial Rules & Outstanding Advances**.

FEE:-

A. Non-Residential:-Rs.13000 + 18% GST = Rs. 15340/- Per Participant (includes Study material, Lunch & Conference Tea)

B. Residential on twin sharing basis- Rs. 25000 + 18% GST = Rs. 29500/- Per Participant (If the Organisation is nominating two officials (same gender) for the above programme and they are willing to share a room)

C. Single occupancy:– Rs.34000 + 18% GST = Rs. 40120/- Per Participant (Spouse/Family members are welcome on complimentary basis).

COURSE DURATION-: It will be one week workshop. The workshop will commence **at 02:30PM on 25.05.2022 and will conclude at 12:30PM on 27.05.2022**

RESIDENTIAL CANDIDATE: Check in **25th May 2022** Afternoon & Check out **28th May 2022,** Forenoon

LAST DATE:- Last date of the above workshops accepting nominations is 13.05.2022. Nomination can also be forwarded after the last date on Enquiry/Confirmation.

VENUE: **Regenta Palace, Bangalore**

Nomination: The Organization may please send the nominations stating the participants Name, Designation, their Mobile No. and Contact No. & e-mail ID. Kindly also provide GSTIN of your organization at time of Nomination. For making payment through DD/Cheque/NEFT/Pay Order/PFMS/IMPS/RTGS drawn in favor of **"Systematic Institute of Economic Research & Development" payable at New Delhi. NEFT payment may be made direct to Current A/c No. 62310200000135 (IFSC Code BARB0VJMAYA, MICR NO. 110012391) Bank of Baroda, Mayapuri Branch, New Delhi under intimation by email. PAN No. BXPPK7937K GSTIN- 07BXPPK7937K1ZN**

For registration /any other information, please Contact: (Neeraj Kumar) Coordinator Mob. 9958014267