

3-DAY WORKSHOP ON  
**“MATERIAL MANAGEMENT - PROCUREMENT PRACTICES,  
INVENTORY CONTROL, SUPPLY CHAIN MANAGEMENT AND  
SOURCE DEVELOPMENT”**

HOTEL VASANT CONTINENTAL, NEW DELHI  
1-3 FEBRUARY, 2012, WORKSHOP TIMINGS: 9.30 A.M TO 5.00 P.M

**KEY WORKSHOP TOPICS:**

- Purchase Policy, Tendering Procedure and Delegation of Powers.
- Supply Chain Management Techniques – Operational Issues in Material Management
- Technological advances relating to Procurement: ePurchase System
- Transparency and Accountability in Tendering Process, Purchase and Contract Management.
- Cost reduction by Inventory Control, Standardization of Material and Improved Procurement Practices
- Source Development and Vendor Rating
- Import Procedures and Foreign Exchange variation
- Quality Assurance in Material Management and ISO:9001 certification
- Negotiation skills
- Contract Management and Dispute Resolution
- Guidelines of Central Vigilance Commission on tendering, procurement, release of payment and award of contracts.
- Internal Control Systems to prevent irregularities
- Behavioral skills to deal with contractors, vendors and suppliers.

**CORE FACULTY:** IMA has the reputation of drafting the best in the profession to share “hands on” experiences with the participants. Hence, top-notch professionals from academia, professional bodies and corporate houses who have made a name in their respective fields of specialization would constitute the core faculty to interact with the participants. Lt. General S.K. Bhatnagar, PVSM, AVSM (Specialist in SCM), Mr. M. C. Panda, Former Additional DGSD, Mrs. Padmaja Verma, Advisor CVC, Dr. S. N. Ghosh, AICWA, LL.B, ACIS, Ph.D, Indian Law Institute and Mr. D. Bhattacharya (Specialist in IT) and Mr. Umesh Gupta, Additional GM (Purchase) BHEL will work as faculty.

**FEE:** Programme is Non-Residential. Fee per participant is Rs. 15,500+10.3% Service Tax = **Total Rs. 17,097** payable by Bank Draft or Delhi cheque drawn in favour of “Industrial Management Academy” payable at New Delhi to be sent to the Secretary at the below mentioned address. **In case of three or more participants, Concessional fee is Rs. 15,000+10.3% Service Tax = Total Rs. 16,545 per participant.** Fee is not refundable but alternate nominee is permissible. **Service Tax Code No.:**AAFDPD8988DST001 (Premises Code: 810504/1862/07), **PAN No.** AAFDPD8988D

**LAST DATE:** Last date for receipt of nomination is **23.01.2012**

**PHONE NO.:** 011-26106272, 26101411, Fax: 011- 26197369, 30623155, 26163736  
**MOB.:** 9868413323

**ADDRESS:** Secretary, Industrial Management Academy, Plot No. BA-4-F,  
Munirka DDA Complex, New Delhi – 110 067.

**OUR EMAIL:** imanewdelhi@gmail.com

**OUR WEBSITE:** www.imanewdelhi.com