

3-DAY WORKSHOP ON
**“EFFECTIVE MATERIALS MANAGEMENT POLICY,
PROCESSES & PROCEDURES FOR SUSTAINED ECONOMY”**
HOTEL VASANT INTERCONTINENTAL, NEW DELHI
20-22 JANUARY, 2010
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
- Case studies and syndicate discussion

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. Past and present officers from the Central Vigilance Commission would also work as faculty.

FEE: Programme is non-residential. Fee per participant is Rs. 13,000+10.3% Service Tax = **Total Rs. 14,339**
Concessional fee of Rs. 12,500+10.3% Service Tax = **Total 13,788** per participant is applicable if three or more participants join the programme from the same office. **Service Tax Code No.:**AAFDP8988DST001 (Premises Code: 810504/1862/07), **PAN No.** AAFDP8988D. Fee is payable by Bank Draft or Delhi cheque drawn in favour of “**Industrial Management Academy**” at **New Delhi** to be sent to the Secretary at the below mentioned address. **Last date for receipt of nominations is 11.01.2010**

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