

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

**HOTEL VIKRAN, LAJPAT NAGAR - IV, NEW DELHI**  
**19-21 NOVEMBER, 2015,**  
**WORKSHOP TIMINGS: 9.30 A.M TO 5.00 P.M**

**KEY WORKSHOP TOPICS:**

- ❖ **Purchase Policy, Tendering Procedure.**
- ❖ **Supply Chain Management Techniques**
- ❖ **Business Process Re-engineering (BPR) for sustained improvements in material management process**
- ❖ **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**
- ❖ **Negotiation skills**
- ❖ **Contract Management and Dispute Resolution**
- ❖ **Internal Control Systems to prevent irregularities in Tendering, Procurement, release of Payment and Award of Contracts**
- ❖ **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. 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.

**WHO CAN PARTICIPATE:** The programme will be suitable for Executives of Material Management, Contracting, Stores, Operations and Maintenance Departments. Executives from Finance, Internal Audit, Industrial Engineering and Vigilance may also attend.

**FEE:** This is a **non-residential** programme. The participation fee covering the course material, stationery, luncheon and refreshments is Rs. 16,000 + 14% Service Tax = **Rs. 18,240** per participant. **If an office deputes three or more nominees discounted fee is Rs. 15,000 + 14% Service Tax = Rs. 17,100 per participant.**

The above fee is payable along with the nomination by sending a Delhi Cheque or, in case of outstation participants, by a Multicity Cheque or a Demand Draft drawn in favour of “**Industrial Management Academy**” payable at New Delhi. **Payment by NEFT may be made direct to Current A/c No. 010102000025230 (IFSC Code IBKL0000010, MICR NO. 110259002) IDBI Bank, Siri Fort Branch, New Delhi under intimation by email. Fee is not refundable but alternate nominee is permissible. PAN No. is AAFPD8988D and Service Tax Code No. is AAFPD8988DST001 (Premises Code: 810504/1862/07).**

<b><u>LAST DATE:</u></b>	<b>Last date for receipt of nomination is 12.11.2015</b>
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