



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
मानव संसाधन प्रबंधन एकक/HRM UNIT

कृषि अनुसंधान भवन-II, पूसा, नई दिल्ली- 110012

Krishi Anusandhan Bhavan –II, Pusa, New Delhi 110012

F. No. Ag. Edn.03/04/2026-HRM /6812/7042

Dated: 05.08.2026

OFFICE MEMORANDUM

Subject: - Training Programs on Public Procurement for Government officers at Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad.

Arun Jaitley National Institute of Financial Management (AJNIFM), Faridabad has invited nominations for the Training Programme on Public Procurement. The programme is meant for the officers and staff currently engage in the area of Public Procurement directly or indirectly. As the officers/staff keeps on rotating due to transfers etc. the officers who are currently not dealing in the area can also be sent for these training.

The schedule of training programme during 2026-27 is as below:

S. No.	Month	Dates/Slots	Name of Training	Last date for submission of nomination
1.	September	07-11 September	MDP on Public Procurement (Basic)	14 th August
2.		14-18 September	MDP on Public Procurement (Basic)	14 th August
3.		21-25 September	MDP on Public Procurement (Advanced)	14 th August
4.	October	12-16 October	MDP on Public Procurement (Basic)	04 th September
5.		26-30 October	MDP on Public Procurement (Basic)	04 th September
6.	November	02-06 November	MDP on Public Procurement (Advanced)	21 st September
7.		16-20 November	MDP on Public Procurement (Basic)	21 st September
8.		30 Nov.- 04 Dec.	MDP on Public Procurement (Basic)	21 st September
9.	December	07-11 December	MDP on Public Procurement (Advanced)	15 th October
10.		14-18 December	MDP on Public Procurement (Basic)	15 th October

***Public Procurement (Basic)** Officers working at Grade Pay of Rs 4800 or above.

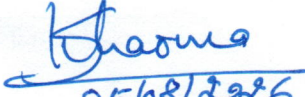
***Public Procurement (Advance)** Officers who have done Public Procurement (Basic) training can attend Public Procurement (Advanced) Training or have 05 years of experience in the field of procurement can attend this training.

The aim of the training is to educate and familiarize the concerned executives/officers engaged in public procurement with all the relevant rules, regulations and procedures of public procurement as large amount of public funds are being spent on public procurement.

The Officials who need training in this area may send their nomination in the prescribed nomination form through proper channel to HRM HQs latest by the dates mentioned in the table against each program for onward transmission to AJNIFM, Faridabad. The nominations form may be download

from ICAR website under Col. Circular/HRM Unit. The nomination from is also enclosed. The nomination may not be sent online directly to AJNIFM, until it is approved by the council.

The Officials who have already attended this programme need not apply. The application will not be allowed to withdraw their nominations after acceptance by AJNIFM, Faridabad. The participation in the above programme will subject to acceptance of nomination by AJNIFM, Faridabad and also further orders from the Council. Course fee will be paid by Ministry of Finance, Department of Expenditure, Government of India. However, the TA/DA as admissible under rules will be borne by the Institute concerned of the participants.


05/08/2026

(S.K. Sharma)

ADG (HRM)

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NOMINATION FORM
Training Programme on
Public Procurement (Advance/Basic)

Name _____
Male ☐ Female ☐

Designation: _____ Organisation _____

Pay Level/Pay band _____ Date of Programme that you want to attend _____

Address for Communication _____

City _____ Pin code _____ Phone (O) _____

Mobile _____ Email _____

Brief Experience of dealing with procurement Matters

Have you attended the Training on Public Procurement (6 Days) at NIFM, If yes when _____

Signature of Candidate

TO BE FILLED IN BY THE SPONSOR

Name of the Sponsor _____ Designation _____

Address for Communication _____

_____ City _____ pin _____

Phone _____ Fax _____ Mobile No. _____

Email _____

Date: _____

Signature of the Sponsor
With stamp of the organization

Please return the duly filled form to: advancedprocure@nifm.ac.in
For further details, please refer our website: www.nifm.ac.in or contact the Course Director

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