



Programme Code: -DPC/RTP/2026-27/Vig/4



## MANAGEMENT DEVELOPMENT RESIDENTIAL PROGRAMME ON



## PREVENTIVE VIGILANCE, E-PROCUREMENT AND KEY TO GOOD GOVERNANCE

FROM  
1<sup>st</sup> to 5<sup>th</sup>  
December 2026

AT  
Udaipur-cum-Mount  
Abu (Raj.)

ORGANISED BY



## DELHI PRODUCTIVITY COUNCIL

Plot No.2, Institutional Area, Sector 9, Dwarka, New Delhi – 110077

Tel.:011-45575734, Mob: 9818663122 / 7042662227

E-Mail: [dpctraining2020@gmail.com](mailto:dpctraining2020@gmail.com) / [dpc\\_1959@rediffmail.com](mailto:dpc_1959@rediffmail.com)

Website: [www.delhiproductivitycouncil.com](http://www.delhiproductivitycouncil.com)

## ABOUT DELHI PRODUCTIVITY COUNCIL (DPC)

**Delhi Productivity Council (DPC)** is a non-for-profit autonomous Techno-Managerial organization, was established in 1959 and is affiliated with **National Productivity Council** (under the **Department for Promotion of Industry and Internal Trade, Ministry of Commerce & Industry, Govt. of India**) and the **Delhi Administration, Govt. of N.C.T. of Delhi** for promoting productivity culture in India.

DPC has been providing consultancy and training services in the field of Productivity, Vigilance, Human Resources Management, Information Technology, Finance, Security, Safety, etc., to the Government and Public & Private Sector Organization for almost six decades.

## ABOUT THE PROGRAMME

The prime objective of Good Governance is to promote transparency and to create accountability among public servants to contain corruption. In this connection huge efforts have been made by Central Vigilance Commission. It aims at making every Organization, both Government and Public Sector units, to concentrate on Preventive Vigilance to reduce corruption in our country. Further another field wherein huge budgetary allotment is being spent is in procurement of Goods and Services. Generally, in Government (Both State and GOI Departments) and in Public Sector Undertakings not less than one third of the annual budget is spent towards procurement of goods and services. Hence a huge sum of public funds is utilized towards such procurement. To contain corruption and promote transparency, e- procurement system has been mandated in all Government Departments and Public Sector Units, which paves the way for unbiased decision making by providing equal opportunity to all bidders. At the same time the Department/ Organization can obtain value for the money spent in a just manner.

## PROGRAMME OBJECTIVE

The training programme will throw light on the concept of E-procurement and procedure and also on the role of Preventive Vigilance in every Organization, which in other words, is the basis for Key to Good Governance.

## CONTENTS

- Preventive Vigilance
- Overview of Vigilance functions
- Importance of Preventive Vigilance
- Procurement Principles including GeM
- Complaint handling system, General Financial Rules and CVC guidelines for e- procurement
- Bottlenecks of Transparency and efficiency in implementation of schemes, Preventive measures to plug bottlenecks.
- Fundamental principles in Procurement.
- Key objectives of public Procurement
- Steps in the Procurement Process.
- Role of Procurement Team in Procurement of Goods and Services.
- GOI Financial Rules to be observed while making procurement of Goods and Services.
- GeM Procurement Process

## METHODOLOGY

Methodology of the training programme would be participative in nature. The sessions would be based on Interactive lectures, Group discussions and role plays, Case studies and real-life simulations & Self-assessment tools and reflection exercises.

## PARTICIPANTS

The Programme is meant for Employees across all levels (Junior, Middle & Senior) Executives, Managers, Officers, Engineers, Under Secretaries, Section Officers, Dealing Assistants, etc., from Vigilance & Officers handling disciplinary action matters, Finance, Administration, Security, Projects, HR, Purchase, Commercial, Personnel departments, PS/PA, Stenographer working in Ministries, Central Govt. Offices / State Govt. or Public & Private Sector Undertakings, Subordinate Offices of the GoI., Union Territories, Nationalized Banks & Financial Institutions, Boards, Administrative Bodies & Cooperative Sectors and others who are directly involved with prevention of corruption and keeping the organization clean of corrupt elements.

## COMPLETION CERTIFICATE

A completion certificate will be given to the participant(s) at the end of the programme.

## VENUE, DATE & TIME

**Venue:** Udaipur-cum-Mount Abu

**Date:** 1<sup>st</sup> to 5<sup>th</sup> December 2026

**Check in time:** 12 noon on 1<sup>st</sup> December 2026 &

**Check-out time:** 10:00 a.m. on 5<sup>th</sup> December 2026

## PROGRAMME FEE

### 1. FEE FOR RESIDENTIAL PARTICIPANT(S)

|                                                   |                                          |
|---------------------------------------------------|------------------------------------------|
| <b>Residential Participant Fee – Single Basis</b> | Rs.84,500/- plus GST@18% per participant |
|---------------------------------------------------|------------------------------------------|

## FACILITIES & SERVICES

### (I) RESIDENTIAL PARTICIPANTS:

- Participants will get room, bed tea (in room service), breakfast, lunch, dinner and tea during programme time, Programme Kit & Sightseeing.
- Extra's in Room Services to be paid by the Participants to the hotel directly. Services like STD calls, Laundry, Drinks / Mineral Water, Snacks, Food in Room & Extra Bed, etc.
- Participants **accompanying the spouse** will have to pay extra **Rs. 3500/- per day inclusive (all Meals)** directly to the hotel.
- Participants will have to make their **own travel arrangements to reach the programme venue**.
- For Check-in before and check-out after the programme dates, the extra Hotel charge will be borne by the Participants.

**NOTE:** Kindly carry your photo ID for self and family (if accompanying)

### (II) NON-RESIDENTIAL PARTICIPANTS:

- Participants will get programme Kit, Lunch, Tea during programme sessions and Sightseeing.

### (III) AIRPORT TRANSFER: To be arranged by the participants at their own cost.

## REGISTRATION FOR THE PROGRAMME

Please send us the name(s) of the participant(s) through electronic remittances i.e., e-mail at: **dpctraining2020@gmail.com/dpc\_1959@rediffmail.com** along with the participant(s) fee as per following-

### MODE OF PAYMENT

- The fee may preferably be transferred by Bank Draft/Cheque/RTGS/NEFT/IMPS/ECS in favour of Delhi Productivity Council to our A/c. No. 1502002100002418 with Punjab National Bank, Dwarka, Sector-10, New Delhi – 110075.
- IFSC Code: PUNB0444700 & MICR CODE 110024244, CURRENT A/c Type.
- DPC PAN CARD NO.: AAATD0844P
- GSTIN NO.: 07AAATD0844P1ZJ

The participation fee is non-refundable once the nomination(s) is confirmed. However, substitutions can be made, or the fees can be adjusted against future nominations. DPC reserves its right to cancel or postpone the programme for any reason whatsoever and in such case of cancellation / postponement any fees paid to DPC shall be refundable in full or can be carried forward for adjustment against nominations to future programme(s).

*Please feel free to contact for any Query at below address –*

### PLEASE ADDRESS YOUR ENQUIRIES TO:

Shri Sanjeev Bhardwaj,  
Asst. Director (Training),  
C/o DPC Institute of Management,  
Plot No. 2, Institutional Area, Sector – 9, Dwarka, New Delhi – 110077  
Mob: 9818663122

**LAST DATE FOR RECEIVING NOMINATIONS: 18<sup>TH</sup> NOVEMBER 2026**

*For the best outcome, we intend to limit the programme intake to 15 participants and therefore request you to send your nominations at the earliest.*



# DELHI PRODUCTIVITY COUNCIL

(A tripartite autonomous organization under NPC & Delhi Admn., Govt. of NCT of Delhi)

Plot No.2, Institutional Area, Sector 9, Dwarka, New Delhi – 110 077.

Tel. No. 011-45575733, 45575734 E-mail – [dpctraining2020@gmail.com](mailto:dpctraining2020@gmail.com) / [dpc\\_1959@rediffmail.com](mailto:dpc_1959@rediffmail.com)

## APPLICATION FORM FOR NOMINATIONS

**Title of Programme:** Preventive Vigilance, E-Procurement and Key to Good Governance

**Programme Code:** DPC/RTP/2026-27/Vig/4 **Programme Date:** 1<sup>st</sup> to 5<sup>th</sup> December 2026

**Programme Duration:** 5 Days & 4 Nights **Location:** Udaipur-cum-Mount Abu (Raj.)

**Details of Nominated Participation:**

| S. No. | Name of Delegate | Designation | Mobile No. | Email ID | Official Address for Correspondence |
|--------|------------------|-------------|------------|----------|-------------------------------------|
|        |                  |             |            |          |                                     |
|        |                  |             |            |          |                                     |
|        |                  |             |            |          |                                     |
|        |                  |             |            |          |                                     |
|        |                  |             |            |          |                                     |
|        |                  |             |            |          |                                     |

**Details of Nominating Authority:**

**Name:**

**Designation:**

**Organization:**

**Address:**

**Contact Number:**

**Email ID:**

**Signature**

**Details of Proof of payment of Programme fee (RTGS/NEFT Details like Cheque / DD no.):**

**Payment Particulars -**

- ECS Payment Details:** Punjab National Bank, Dwarka, Sector-10, New Delhi Branch.  
A/c No. 1502002100002418, IFSC Code: PUNB0444700
- In case of ECS Payment, the payment details should be intimated accordingly along with UTR number.
- DD/Cheque should be drawn in the name of Delhi Productivity Council payable at New Delhi.
- Programme Fees per Participant plus GST to be paid in advance.
- PAN No. AAATD0844P
- GSTIN: 07AAATD0844P1ZJ



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