

Government of Pakistan
Benazir Income Support Programme (BISP)
"F" Block Pak Secretariat

No. 1/7-TRG&HR/CB(WP)/BISP/2014/212

Islamabad, 3rd October, 2017

CIRCULAR

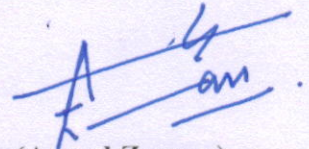
Subject: - **SECRETARIAT TRAINING INSTITUTE (STI) TRAINING COURSE ON "PUBLIC PROCUREMENT RULES & PROCEDURES" FROM 30-10-2017 TO 03-11-2017**

Secretariat Training Institute (STI) is organizing a part time Training Course on the subject cited above to be held from 30-10--2017 to 03-11-2017 at 0900 to 1130 hours daily. The course objectives are to develop understanding of Government rules/procedures on procurement of goods, works and services. In addition, significance of integrity and to observe economy & regularity while spending public money will also be covered during the training course.

2. The course is designed for Federal Government Officers from BS-17 to BS-19. The MEMORANDUM from STI is enclosed which includes the detailed course contents.

3. All concerned Officials at BISP HQs and Field Offices are requested to convey nomination(s) as per eligibility criteria for the aforementioned training program before 16th October, 2017 to the Office of Director (Training) through proper channel on the format given below.

S. No.	Name & Designation	Training Course	Wing/ Section	Contact No./Office Extension	Email Address



(Amsal Zaman)

Assistant Director (Training)

Distribution:-

All Director Generals at BISP HQs

All Director Generals at BISP Regions

CC:

- i. Director to Chairperson
- ii. Director (Training)
- iii. Director IT with request to display the circular at BISP website please
- iv. PS to Secretary BISP

(Establishment Division)

F.No.2-3/2016-EP-I.

Islamabad, the 28th August, 2017

MEMORANDUM

Subject: **NOMINATIONS FOR TRAINING COURSE ON "PUBLIC PROCUREMENT RULES AND PROCEDURES" FROM 30-10-2017 TO 03-11-2017.**

Subject course is being conducted at STI Campus H-9, Islamabad from 30-10-2017 to 03-11-2017, on part time basis which shall be held daily from 0900 to 1130 hours or as notified otherwise. Details of the course are as follows:-

Target Audience / Group:

Officers of the Federal Government in BS-17 to BS-19.

Course objectives:

To develop understanding of Government rules / procedures on procurement of goods, works and services. Significance of integrity in spending public money. To observe economy and regularity while spending public money.

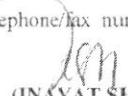
Major Contents:

<ul style="list-style-type: none">• PPRA's Authority Ordinance 2002• Introduction (Ordinance 2002)• PPRA Rules 2004<ul style="list-style-type: none">- Definition- Procurement Planning	<ul style="list-style-type: none">- Advertisement- Pre- Qualification- Methods of Procurement- Opening & Evaluation of bids- Acceptance / Award of Contents- Redressal of Grievances
--	---

2. Ministries / Divisions / Departments and Organizations under the Federal Government are invited to send suitable nominations by **27-10-2017**. **Late receipt of nominations will not be entertained.** Normally all nominations received by the cutoff date are accepted unless otherwise intimated. However, the Institute reserves rights of shortlisting. Therefore the nominee(s) may report to this Institute for registration on **30th October 2017 at 0845 hours. No registration shall be allowed after 0900 hours.** No course fee will be charged. However, if TA/DA for participation is involved, the same may be claimed from the respective nominating Organizations.

3. STI offers an equal opportunity training environment. Participation of Women Employees is encouraged.

4. Nominating organizations are requested to intimate necessary telephone/fax numbers for contact as may be required.


(INAYAT SHAH)
Deputy Director (EP)
Tele: 9265190

To

- i) Joint Secretary (Admn), Ministries/ Divisions
- ii) Heads of Departments / Subordinate Offices / Autonomous Bodies.
- iii) AD (IT), STI with request to place the circular on website.