



PRESENTS  
**PUBLIC PROCUREMENT  
MANAGEMENT**



### Background

Public Procurement management is a thematic part of an organizational management. It is that specialized activity which is mainly concerned to set up the procurement section or unit, prepare the procurement plan, initiate the process, evaluate the bidders documents, and the award contract to the lowest evaluated substantially responsive bid. Furthermore is to manage and administer the contract in a procedural way. It is a process to convert the capital budget into capital expenditures obtaining maximum returns in an economical and rational manner by enhancing the managerial and working level capacity of participants on procurement of construction work, goods, consultancy services and other services of public bodies. After completion of training the participants would be able to promote competition, fairness, honesty, accountability and reliability for ensuring good governance maintaining the public procurement system in their respective organization as supposed to be.

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| Level (Low/Mid/Senior/High) | Upto Officer Level   |
| Duration                    | Two Days   |
| Target Audience             | Staffers and officers of Banking profession from government-owned and other public sector and private sector banks involve in procurement process. |
| Program delivery            | Brain storming, lecture, group discussion, interaction, case-studies   |

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## Course Outline

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|------------------------|---|
| <b>Contents</b>        | <p>Preliminary, the course contents are very much useful to enhance working level knowledge and skill of the participants.</p> <p>Module I: Conceptual aspect<br/>Day One</p> <ul style="list-style-type: none"><li>⇒ Public Procurement: Concept, Principals, Features</li><li>⇒ Procurement Methods for works and Goods</li><li>⇒ Bid Evaluation Process and Preparation of Bid evaluation report</li></ul> <p>Module II: Management and Practical aspects of procurement<br/>Day Two</p> <ul style="list-style-type: none"><li>⇒ Other Procurement procedures and Jamanat (security)</li><li>⇒ Procurement of Consulting Services</li><li>⇒ Circumstances, evidences and records for expenditures and Payments process</li></ul> |
| <b>Venue</b>           | NBI Hall, Kathmandu   |
| <b>Date &amp; Time</b> | 25th & 26th January 2019, (9:00am to 4:30pm)  |
|                        |   |
| <b>Facilitator</b>     | <p>Mr. Janak Raj Gautam<br/>Former Deputy Auditor General<br/>Office of the Auditor General Nepal</p> <p>Mr. Bhim Bahadur Khatiwada<br/>CEO, B&amp;B Consulting Service<br/>&amp; e-Government Procurement (e-GP) Coordinator, ADB</p> <p>Mr. Ram Prasad Regmi<br/>Procurement and Contract Administration Specialist</p> <p>Mr. Thakur Prasad Adhikari<br/>Managing Partner,<br/>TP Adhikari &amp; Associates, Chartered Accountants</p> <p>&amp; Er. Shiva Ram K.C.</p>   |