

**INDIAN INSTITUTE OF CORPORATE AFFAIRS**  
**(CENTRE FOR MSME)**

**NOMINATION FORM (F.Y. 2026-27)**

**Department of Expenditure, GoI**  
**Endorsed Five Day Familiarization Capacity Building Program**  
**on**  
**“Public Procurement (Policy and Procedures)”**

- Please make photocopies in case of multiple nominations
- Please tick the programme for which the nomination is made:

Batch no.	Dates	Location	Check in / Check out	Tick One
1)	11 - 15 May, 2026	Toshali Royal View Resort, Shimla	<ul style="list-style-type: none"><li>• Check in - 10 May, 2026 (04:00 pm onwards)</li><li>• Check out - 15 May, 2026</li></ul>	
2)	22 - 26 June, 2026	Gangtok	<ul style="list-style-type: none"><li>• Check in - 21 June, 2026 (04:00 pm onwards)</li><li>• Check out - 26 June, 2026</li></ul>	
3)	20 - 24 July, 2026	Ooty	<ul style="list-style-type: none"><li>• Check in - 19 July, 2026 (04:00 pm onwards)</li><li>• Check out - 24 July, 2026</li></ul>	
4)	17- 21 August, 2026	Goa	<ul style="list-style-type: none"><li>• Check in - 16 August, 2026 (04:00 pm onwards)</li><li>• Check out - 21 August, 2026</li></ul>	
5)	16 - 20 November, 2026	Udaipur	<ul style="list-style-type: none"><li>• Check in - 15 November, 2026 (04:00 pm onwards)</li><li>• Check out - 20 November, 2026</li></ul>	
6)	14 - 18 December, 2026	Indore	<ul style="list-style-type: none"><li>• Check in - 13 December, 2026 (04:00 pm onwards)</li><li>• Check out - 18 December, 2026</li></ul>	
7)	18 - 22 January, 2027	Shillong	<ul style="list-style-type: none"><li>• Check in - 17 January, 2027 (04:00 pm onwards)</li><li>• Check out - 22 January, 2027</li></ul>	
8)	22 - 26 February, 2027	Puri (Odisha)	<ul style="list-style-type: none"><li>• Check in - 21 February, 2027 (04:00 pm onwards)</li><li>• Check out - 26 February, 2027</li></ul>	
9)	15 - 19 March, 2027	Goa	<ul style="list-style-type: none"><li>• Check in - 14 March, 2027 (04:00 pm onwards)</li><li>• Check out - 19 March, 2027</li></ul>	

**Note:**

- The Five Day Capacity Building Program Fee covers costs of faculty, courseware, case studies, local hospitality, accommodation, food and refreshments and other institutional costs. The Institution does not provide accommodation for the family.
- Check-in will be one day before the start of the program
- Check-out will be on the last day of the program; however, the training will continue until 05:30 pm

**Nominee's Information**

Name (Mr./Ms.): _____ Designation: _____
Organisation: _____
Address: _____
Phone(s): (Off) _____ (Mobile) _____ e-mail: _____

**Details of Nominating Authority**

Name of the Nominating Authority _____
Designation: _____ Organization _____
GSTIN No. _____ PAN No. _____
Address _____
Phone(s): (Off) _____ (Mobile) _____ e-mail: _____

<b>Program Fee for Central Government Ministries</b>	<b>Program Fee for CPSEs / PSU / SLPEs</b>
<p>Rs. 45,000/- + 18% GST (<i>as applicable</i>) per participant</p> <p>All Central Government Ministries and Departments can nominate their officers who are engaged in Procurement either directly or indirectly. Ministries / Departments may also direct their attached / subordinate offices, autonomous / statutory bodies etc.</p>	<p>Rs. 59,500/- + 18% GST (<i>as applicable</i>) per participant</p> <p>Public Sector Enterprises may also nominate their employees to attend this training.</p>
<p><b><u>Discount only for Public Sector Enterprises (CPSEs / PSUs / SLPs)</u></b></p> <ul style="list-style-type: none"><li>• <i>For Individual Nomination - No Discount is applicable</i></li><li>• <i>For Standard Group of min. 3 nominations or above from one organization - We will be offering a discount of 5% on Program Fee (CPSEs / PSUs / SLPs)</i></li></ul>	

**Payment Details**

Amount Payable		Mode of Payment	
Date of Instrument / Transfer		UTR No.	

**Bank Account Details: -**

S. No.	Particulars	Details
1.	Name of the Beneficiary	Indian Institute of Corporate Affairs
2.	Account Number	604810210000007
4.	Bank Name & Branch	Bank of India, Manesar Branch, Haryana
5.	NEFT IFSC Code	BKID0006705

**PROGRAMME DIRECTOR**

**Mr. Rajesh Batra,**  
Head-Centre for MSME  
Indian Institute of Corporate Affairs

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