

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

**REGISTRATION FORM**

**Four Day Capacity Building Program (23<sup>rd</sup> Edition)**

**on  
“Procurement (Policy & Procedures based on GFR, GeM & E-Procurement) and  
Contract Management for Good Governance: Challenges in Implementation”**

**(17-20 October, 2022 - Goa)**

	Name	Designation	Organization	Contact no.	E-mail ID
Attendee 1					
Attendee 2					
Attendee 3					
Attendee 4					

**Note:** Separate sheet/column may be added if the numbers of participants are increased.

Complete address of organization	GST No.	PAN NO.

**Registration & Program Charges**

<b>Training Venue</b>	Hotel Grande Delmon, Caetano de Albuquerque Road, Panjim, Goa 403001
<b>Training Date</b>	17-20 October, 2022
<b>*Residential Program Fee</b>	INR 61,242/- (INR 51,900 + 18% GST) per participant
<b>**Non-Residential Program Fee</b>	INR 40,002/- (INR 33,900 + 18% GST) per participant

<b>For Individual Nomination</b>	No Discount is applicable
<b>For Standard Group of 2 - 3 nominations from one organization</b>	We will be offering a discount of 5% on Program Fee
<b>For Prime Group of minimum 4 &amp; above nominations from one organization</b>	We will be offering a discount of 10% for the additional participants. <i>(Example: in case of 6 nominations from one organization, out of 6, 3 nominations will be eligible for 10% discount)</i>

- **\*IICA Residential Program Fee includes** 4 nights stay arrangement, 4 Breakfast/4 Lunch/4 Dinner on Buffet set up, study material in soft copy and does not include transfer to the hotel/venue and airport, local travel and air-travel.
- **\*\*IICA Non-Residential Program Fee includes** Lunch and two time tea with cookies, study material in soft copy and does not include transfer to the hotel/venue and airport, local travel and air-travel.
- Seats are limited & on a first come first serve basis.

Payment Details			
NEFT/DD		Amount	
Transaction ID		Date	

**Payment Mechanisms:**

• **NEFT Details:-**

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

**Terms & Conditions**

- 1) It is mandatory for the nominated participants to furnish the COVID-19 fully vaccinated Certificate post 14 days of their second dose  
**OR**  
a negative RT-PCR Report issued 72 hrs prior
- 2) Nominated participants are required to adhere to the guidelines and the process for Social Distancing and hygiene to ensure the safety & health of their own and fellow participants.
- 3) Nominated participants will not hold the IICA responsible for any major health outcome.
- 4) The program is subject to alterations/cancellations/changes etc. at the sole discretion of Indian Institute of Corporate Affairs.
- 5) There will be no refund if the nominee cancels nomination.
- 6) Nominations will be accepted on first come first served basis.
- 7) Registration Forms may be sent either through courier at IICA (IMT Manesar) or by e-mail at [rajesh.batra@iica.in](mailto:rajesh.batra@iica.in) , [cmsme.iica@gmail.com](mailto:cmsme.iica@gmail.com) and telephonic intimation regarding participation may be rendered at 0124-2640091 or 09871417394 / 9818891007
- 8) Nominations will be deemed to be complete only when the payment have been received in full and realised by Indian Institute of Corporate Affairs.
- 9) A certificate of participation will be given to all participants.
- 10) Indian Institute of Corporate Affairs reserves the right to close the number of nominations for a particular program.

**PROGRAMME DIRECTOR**

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

E-mail: [rajesh.batra@iica.in](mailto:rajesh.batra@iica.in) ,  
[cmsme.iica@gmail.com](mailto:cmsme.iica@gmail.com)  
Phone: 9871417394 , 8595690458