No. IAUS-III/314-2/2016/1005   Date: 25th Nov, 2016

OFFICE MEMORANDUM

Sub: One day Training program on implementation of e-procurement in all Colleges in the University of Delhi at DUCC from 9.30 A.M. to 5.30 PM on 16th Dec, 2016.

A reference is invited to this office letter No. FO/IAUS-III/314-2/2016/417 dated 27th May, 2016 regarding roll out of e-procurement in all the Colleges in University of Delhi.

2.   In this connection, One day full time training program for the listed Colleges in the University of Delhi will be organized at Delhi University Computer Centre (DUCC) on 16th Dec, 2016.

3.   All Principals are requested to nominate **only one** suitable official/Faculty **(only those who are/ will be involved in the process of e-procurement in the respective Colleges)** to attend the training program on 16th Dec, 2016 from 9.30 AM to 5.30 PM. The nominations must reach directly to Director, DUCC by 30th November, 2016.

4.   No contractual / temporary staff/already trained by DUCC, should be nominated for the above said training program. In view of the logistic constraints, **participants without nomination will not be allowed to attend the said program.**

5.   In the recent past, it has also been observed that the Colleges nominated officials who are not dealing with procurement, it is therefore, requested that nominations must be made on selective basis **i.e. those who are dealing/going to deal with the tendering process in the e-procurement mode.**

Encl: List of Colleges.

(Z.V.S.PRASAD)
Finance Officer & Dean Planning

To:
1   The Principals, Colleges (As per list), University of Delhi - with the request to nominate only one official/Faculty for the training.
2   Director, DUCC, University of Delhi - with the request to upload it on the website (**www.du.ac.in---Useful Links----Finance---Finance Notifications/Circulars**) and make necessary arrangements relating to the trainings/hands-on session.

Copy for information to:
1.   Jt. Registrar, VC office.
2.   Office of PVC.
3.   Director, University of Delhi South Campus (UDSC).
4.   Dean (Colleges), University of Delhi.

UNIVERSITY OF DELHI

16th December, 2016 ---- Batch 2

S.No.	Name of the College
1.	Miranda House
2.	Moti Lal Nehru College
3.	Moti Lal Nehru College (Evening)
4.	P.G.D.A.V. College
5.	P.G.D.A.V. College (Evening)
6.	Rajdhani College
7.	Ram Lal Anand College
8.	Ramanujan College
9.	Ramjas College
10.	Satyawati College
11.	Satyawati College (Evening)
12.	School of Open Learning
13.	Shaheed Bhagat Singh College
14.	Shaheed Bhagat Singh College (Evening)
15.	Shaheed Sukhdev College of Business Studies
16.	Shivaji College
17.	Shri Ram College of Commerce
18.	Shyam Lal College
19.	Shyam Lal College (Evening)
20.	Shyama Prasad Mukherji College for Women
21.	Sri Aurobindo College
22.	Sri Aurobindo College (Evening)
23.	Sri Guru Gobind Singh College of Commerce
24.	Sri Guru Nanak Dev Khalsa College
25.	Sri Guru Tegh Bahadur Khalsa College
26.	Sri Venketeswara College
27.	St. Stephen's College
28.	Swami Sharddhanand College
29.	U.C.M.S.
30.	V.P. Chest Institute
31.	Vivekananda College
32.	Zakir Husain Delhi College
33.	Zakir Husain Post Graduate Evening College