



**asci**  
Leadership through Learning

## ADMINISTRATIVE STAFF COLLEGE OF INDIA

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**Rutwik Phatak**  
Programme Director

May 27, 2024

Dear Sir/Madam,

**Programme on**  
**SUSTAINABLE PUBLIC PROCUREMENT**  
**(August 12-14, 2024)**

**Sustainable procurement is more than a trend; it is a necessity for ensuring good governance and a thriving future for our planet!**

With governments across the world spending 20% to 30% of their country's GDP on public procurement, incorporating sustainability into these processes can have a profound impact. Sustainable Public Procurement (SPP) involves **integrating environmental, social, and economic criteria into procurement** decisions, aiming to achieve value for money while minimizing negative impacts on society and the environment. By adopting SPP practices, public authorities can lead by example, contributing to broader sustainability goals and promoting responsible consumption and production. Building awareness and capacities, and bringing about attitudinal change is essential to make this transition successful.

In this backdrop, I am pleased to inform you that ASCI is conducting a 3-day training programme on **Sustainable Public Procurement** from **August 12 to 14, 2024**. This programme is designed to equip participants with the necessary knowledge and skills to integrate sustainability considerations into public procurement processes. Participants will explore the principles, strategies, and best practices of SPP, enabling them to make informed decisions that support environmental and social sustainability while fulfilling their procurement needs.

We invite you to attend the programme and become a sustainability champion for your organization. We also request you to nominate your executives/officers involved in related functions for the programme. Please note that ASCI offers a **discount of 10%** to organizations nominating **3 or more participants**. A discount of 10% will also be given to all **women participants** attending the programme.

The programme brochure is attached herewith for your reference. Kindly ensure that your nominations reach us by **July 29, 2024**.

For further clarification or additional information, please feel free to get in touch with me. I may be reached at **rdp@asci.org.in** or on **(+91) 9503662190**.

Looking forward to the pleasure of hearing from you.

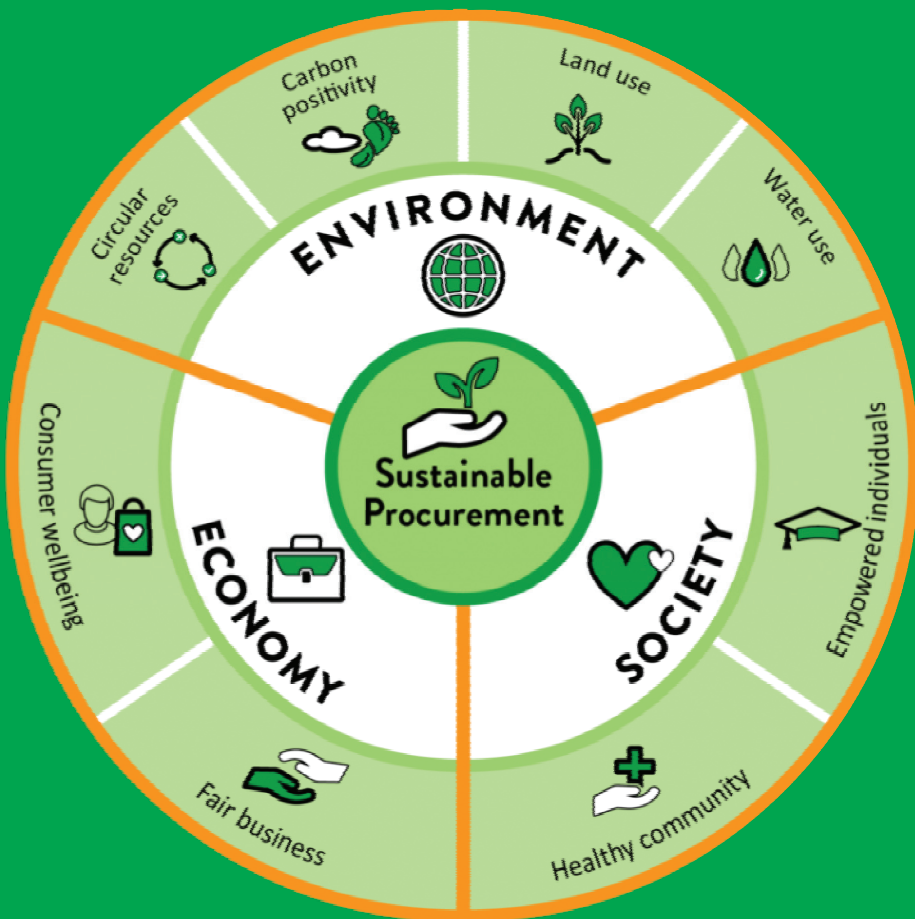
Yours Sincerely

**Rutwik Phatak**

Encl: Brochure and Nomination Form

# Programme on **SUSTAINABLE PUBLIC PROCUREMENT**

(August 12-14, 2024)



## PROGRAMME OVERVIEW

Sustainable procurement involves acquiring goods and services, and executing works in a way that achieves value for money on a whole-life basis while generating benefits not only for the organization but also for society and the economy, while minimizing damage to the environment.

In today's world, sustainable procurement is crucial for promoting good governance and ensuring long-term environmental and social well-being. This 3-day training programme on Sustainable Public Procurement (SPP) is designed to empower public sector professionals with the knowledge and skills needed to implement responsible purchasing practices.

Participants will explore the principles and benefits of SPP, delve into the legal and policy frameworks that support sustainable procurement, and learn practical strategies for integrating sustainability criteria into procurement processes. Through interactive sessions, case studies, and best practice sharing sessions, attendees will gain the tools to develop actionable plans for their organizations.

By the end of the programme, participants will be equipped to lead sustainability initiatives within their procurement functions, advancing both organizational goals and broader societal benefits.

## OBJECTIVES

- ◆ To sensitize participants about the need for incorporating sustainability considerations in procurement decisions.
- ◆ To acquaint participants with policies, laws, standards and certifications pertaining to sustainability in general and sustainable procurement in particular.
- ◆ To expose the participants to practical examples and implementable solutions pertaining to sustainable procurement practices.

## PARTICIPANT PROFILE

- ◆ Public sector managers and executives involved in the functions of engineering, procurement, contract management, materials management, administration, audit, vigilance, etc.
- ◆ Government officers working in public works, public health engineering, procurement, planning, and finance functions
- ◆ Officials involved in implementation of projects supported by The World Bank, Asian Development Bank, JICA, New Development Bank, Asian Infrastructure Investment Bank, NABARD, etc.
- ◆ Contractors / Consultants working on Government / Public Sector Projects

***Organisational sponsorship is essential***

## PROGRAMME COVERAGE

- ◆ Introduction to Sustainable Development Goals
- ◆ Business Case for Adopting Sustainable Public Procurement
- ◆ Sustainability Entry / Action Points across Procurement Cycle
- ◆ Enabling Provisions in the General Financial Rules 2017, Procurement Guidelines of Multilateral Development Banks (MDBs)
- ◆ Introduction to Lifecycle Costing and Total Cost of Ownership
- ◆ Prioritization of Products & Services for Greening the Procurement
- ◆ Strategizing SPP for Maximum Impact – Developing Technical Specifications, Performance Requirements and Selection Criteria
- ◆ Sustainable Procurement in Construction and Infrastructure Projects
- ◆ Sustainable Procurement Best Practices
- ◆ ISO 20400 for Sustainable Procurement and other relevant standards
- ◆ Ecolabels and Green Building Certification
- ◆ Group activities to identify actionable steps for improving sustainability at work place

## VENUE

The programme is fully residential and the participants will be accommodated in air conditioned single occupancy rooms. The college does not provide accommodation for the family. The college is Wi-Fi enabled in a comprehensive way.

## DURATION

The programme duration is 3 days starting from **August 12-14, 2024**. Participants are expected to arrive a day before commencement and may leave after the conclusion of the programme.

## PROGRAMME FEE

**Residential Fee: Rs. 43,700/-** (US \$683 for foreigners) plus GST as applicable (presently 18%) per participant. The fee covers tuition, board and lodging, courseware (in electronic form) and other facilities of the College including internet usage.

**Non-Residential Fee: Rs. 37,700/-** plus GST as applicable (presently 18%) per participant. The fee covers tuition, course ware (in electronic form) working lunch and other facilities of the College including internet usage.

**A discount of 10% on the programme fee for three or more participants from the same organisation will be given, provided the payment is credited into our Bank account before August 09, 2024.**

**Note:** Kindly forward us the details of Bank/Wire transfer of fee payment indicating the **Programme Code (Prg/24 - 25/1/60)** to **poffice@asci.org.in** for confirmation.

**Bank details are given below:**

**For Indian Participants :**

Bank Account Number 62090698675  
Beneficiary Name Administrative Staff College of India  
IFSC Code SBIN0020063  
Bank Name State Bank of India  
Branch Address Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082

**For Foreign Participants:**

Bank Account Number 62090698675  
Beneficiary Name Administrative Staff College of India  
Swift Code SBININBB327  
Bank Name State Bank of India  
Branch Address Bellavista Branch, Raj Bhavan Road, Somajiguda, Hyderabad - 500 082.  
Country India

## MEDICAL INSURANCE

The nominees are requested to carry with them the proof of Medical Insurance. The sponsoring agency is required to endorse the nominees' medical coverage in the event of hospitalisation.

## LAST DATE FOR NOMINATION

Please use the prescribed/attached form. Last date for receiving nominations is **July 29, 2024**. Kindly contact Programmes Officer for further details (contact details are given at the end of the nomination form).

## LAST DATE FOR WITHDRAWAL

**August 05, 2024**. Any withdrawals after this date will entail forfeiture of fee paid, if any.

## ASCI ALUMNI ASSOCIATION

Participants of the College programmes will automatically become members of the ASCI alumni association.

## CERTIFICATE OF PARTICIPATION

The College issues a Certificate of Participation on conclusion of the programme.

**Programme Director**  
**Rutwik Dilip Phatak**  
E-mail: rdp@asci.org.in

**Administrative Staff College of India (ASCI) is taking all the precautionary measures and following all the norms (in light of COVID 19) to provide a safe environment for the participants who are visiting our Campus to attend the Training Programmes.**



## ABOUT ASCI

ASCI is the first management development institution set up in the country at the instance of the Government of India and industry in 1956 to impart state-of-the-art management education for practicing managers, a legacy that we proudly take forward with a strong alumni of over 1,69,000. We are proud of our alumni which includes the leaders of Indian industry and senior Civil Servants in the government, public sector undertakings to be a part of this unique organisation. We are thankful to you all for the support extended in the past and look forward to your continuing patronage in 2024-25.

Also, ASCI conducts customized programmes for Government of India, State Governments, Public Sector, Private Sector and various international organisations. Our experienced faculty bring to the table a wealth of academic credentials, rich industry exposure and act as a catalyst in the classroom discussions, case study analyses and tutorials. Our faculty also conduct international programmes which provide an exposure to the global best practices. In addition to this, faculty at ASCI also carry out large number of management research activities (typically about 100 each year) which helps them provide the much needed value addition in the training programmes. In addition, we conduct non-residential programmes at our New Delhi Centre as well as off-campus programmes at the venue of the client's choice.



### **Administrative Staff College of India**

Bella Vista, Raj Bhavan Road, Khairatabad,  
Hyderabad - 500 082, India.

**Telefax (Programmes Office) : 0091-40-23324365**

Mobile: 9246203535, Phone : 0091-40-66534247

Fax : 0091-40-66534356

### **College Park Campus**

Road No. 3, Banjara Hills,

Hyderabad - 500 034.

Tel: 040-66720700 / 01 /02 /05

Fax : 040-66720725

### **Delhi Campus**

C-24, Institutional Area

South of IIT, Behind Qutub Hotel

New Delhi-110 016.

Tel: 011-26962204, 26961750, 26961850

[www.asci.org.in](http://www.asci.org.in)



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Bella Vista, Raj Bhavan Road, Hyderabad - 500 082, (India)

**Nomination Form**  
**Programme on**  
**SUSTAINABLE PUBLIC PROCUREMENT**  
**(August 12-14, 2024)**

**Nominee's Contact Information :**

Name (Mr/Ms) :	_____	Date of Birth :	_____
Designation :	_____	Qualification :	_____
Organisation :	_____		
Address :	_____		
Phone(s) :	(Off) : _____	(Mobile) :	_____
		Home :	_____
e-mail :	_____	Fax :	_____

**Sponsor's Details**

Name of the Sponsoring Authority _____	Designation _____
Organisation :	_____
GSTIN No. :	_____
Address :	_____
	_____
	Pincode : _____
Phone(s) :	(Off) : _____
	(Mobile) : _____
e-mail :	_____
	Fax : _____

**Fee Particulars**

Amount Payable :	Mode of Payment (DD/Chq/NEFT) :
Name of the Bank :	Date of Instrument/Transfer :
Instrument Number :	UTR Number for NEFT :

**Medical Insurance**

Name of the Insurance Agency	Policy Number	Validity upto
<b>Note : Coverage should be available in Hyderabad, India</b>		

Signature and Official Seal of the Sponsoring Authority :

NOTE : Forward nomination form to : **Mr. G. Sreenivasa Reddy, Programmes Officer**, Administrative Staff College of India, Bella Vista, Hyderabad-500 082. Phone : 0091-40-66534247, 66533000, Mobile: 9246203535, Fax : 0091-40-66534356, e-mail: poffice@asci.org.in