



**HMA**

HLL Management Academy

**HIGHLIGHT :**  
**The World Bank's**  
**New Procurement**  
**Framework**

**INTERNATIONAL TRAINING PROGRAMME ON**  
**PROCUREMENT MANAGEMENT**  
**IN HEALTHCARE SECTOR**

January 16-20, 2017  
at Thiruvananthapuram, Kerala, India

Conducted by HLL Management Academy  
in association with the Ministry of Health & Family Welfare,  
Government of India & The World Bank



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THE WORLD BANK  
IBRD • IDA

# ABOUT THE TRAINING PROGRAMME

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The fourth international training programme organised by the HLL Management Academy in association with the Ministry of Health, Government of India, and the World Bank will be held from January 16-20, 2017 at Hotel Uday Samudra Leisure Beach Hotel, an exotic location in the state of Kerala, the God's Own Country.

The programme will bring together key stakeholders in the health sector to present global and local best practices in the domains related to health procurement. This important event of knowledge symbiosis featuring successful case studies, panel discussions and critical examination of practical ideas will enable the participants to identify areas of strength and weakness of different systems besides foreseeing emerging trends. Participants shall gain insight by benchmarking their own procurement pathways and getting upskilled in innovation processes and redefining quality standards that are in tune with the times.

## OBJECTIVES

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1. To provide insights into internationally acclaimed range of health procurement practices.
2. To learn the intricacies of demand forecasting and tendering procedures.
3. To provide updates on extant contract management practice.
4. To apprise participants of bench marks in quality assurance and
5. To impart comprehensive knowledge on innovative tools including procurement automation.

## RELEVANCE OF THE PROGRAMME

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Healthcare procurement, a highly complex field of modern healthcare, is evolving everyday with nations, both developed and developing, contributing to its multifaceted-ness. The programme would serve to enlighten the participants on the reach, relevance, and prospects of modern healthcare procurement.

### Course content will throw light on:

- ▶ Changing demands in modern healthcare systems, professional approaches to procurement management and emergent international norms in the field.
- ▶ Checks and controls in the process of procurement keeping in mind auditing and accounting parameters.
- ▶ Ways to keep capillaries of communication clear and clutter-free.
- ▶ Contingencies, conflicts and new methods of risk management.
- ▶ Public procurement rules and regulations- national and international.
- ▶ Strategic planning- knowing requirements and meeting them.
- ▶ Jurisprudence of fairness, equality and transparency in medical procurement.
- ▶ Related activities of procurement like acceptance, testing, commissioning, warranty maintenance and contract management.

# COURSE CONTENT

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## Procurement Principles and Policies in Health Sector

- Challenges in Health Sector Procurement
- International / Domestic Practices

## Procurement Strategy

- Need Identification
- Demand and Forecasting Methods
- Disease surveillance
- Procurement Plan preparation and approval
- International / Domestic practices

## Specifications – Preparation & Finalisation

- Goods, Services and Equipment related issues
- Medical aspects to be considered
- Essential list
- Health & Medicine related aspects

## Regulatory Aspects

- Drug control Act, Govt. of India
- Regulatory aspects to be considered in procurement

## Supplier Identification

- Guidelines for procurement of Goods and Works
- PQ requirements
- Standard Domestic & International Bidding Documents
- Bid Evaluation for Procurement of Goods and Services
- Licensing and other requirements

## Procurement of Consulting Services

- Guidelines for Selection and Employment of Consultants
- EOI, Short Listing and Development of Terms of Reference (ToR)
- Types of Contracts - Lumpsum, Time-Based, etc
- Selection of Consultants through QCBS
- Evaluation of Proposals
- Other Methods of Selection - QBS, FBS, LCS, CQS and SSS

## Contract Management

- Management of Contract for Goods, Services and Equipments
- Warranty and Gurantee, AMC, CMC and After sales service
- Dispute resolution and Arbitration
- Contractual Risks and Mitigation Plan

## Supply Chain Management

- Supply chain management principles, processes and procedures
- Storage Issues & Inventory Management
- Procurement and Sourcing
- Just In Time Delivery
- Designing & Managing Channel Partners
- Logistics & Warehouse Management



### e Procurement

- Principles and application of e procurement
- e-Tendering, e-Auctioning, e-invoicing, e-payment
- ERP

### Red Flags in Procurement

- Measures to prevent/combat Fraud & Corruption in Procurement
- CVC Guidelines

### Quality Assurance

- Quality Assurance of Goods, Services and Equipments
- Quality Audit
- Good Manufacturing Practices and Good Storage Practices.
- Health related permits and regulations

### World Bank's New Procurement Framework

- Project Procurement Strategy for Development (PPSD)
- Procurement processes -Fit for purpose, size, value and risk of the project
- Value for Money - Achieving the best value for money
- Systematic Tracking of Exchanges in Procurement (STEP) – Making procurement processes speedier, while promoting transparency and accountability
- Standard Procurement Documents-Health sector



## FOR WHOM?

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- ▶ Healthcare professionals engaged in Public Health programmes
- ▶ Project functionaries of World Bank projects and other similar funded projects
- ▶ Senior officers from the Union / State health ministries / departments
- ▶ Healthcare professionals engaged in:
  - (A) Procurement practices
  - (B) Drugs and pharmaceuticals
  - (C) Vaccines
  - (D) Hospital Equipment
  - (E) Bio-Medical Instruments and Devices
  - (F) General Hospital Supplies & Consumables
  - (G) Facility Management & Outsourced Services

## METHODOLOGY

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The methodology includes an appropriate mix of lectures, discussions, case studies, experience sharing, exercises and activities.

## FACULTY

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Expert and competent faculties who are practising and implementing new and innovative procurement practices drawn from WB, WHO, UNDP, Government of India, HLL Management Academy, Angloscope and supported by international and national consultants and practitioners in the Health Sector.

## DATE AND VENUE

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January 16-20, 2017 at Uday Samudra Leisure Beach Hotel, Kovalam- International Tourist Destination, Thiruvananthapuram, Kerala ,India.

## ACCOMMODATION

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Participants will be provided accommodation (single room) at Uday Samudra Leisure Beach Hotel, Kovalam. The accommodation will be available from the evening of January 15 to the noon of January 21, 2017. Pick up and drop from airport will be arranged on intimating the date and time of arrival & departure, well in advance.



## FEES

For participants from India – INR 69000, for participants from outside India – USD 1800 (Service Tax @ 15% on the course fee will be levied extra).

COURSE FEE includes cost of

- ▶ Course materials
- ▶ Certificate and photos
- ▶ Food & Accommodation - American plan

GROUP DISCOUNT: Organisations sponsoring a minimum of 3 or more participants are eligible for Group Discount, provided the fee is paid in full 10 days before the start of the programme.

The fee is to be paid through National Electronic Fund Transfer (NEFT) / wire transfer or through Demand Draft favoring HLL Management Academy payable at Trivandrum.

Bank Account Details for Indian participants :

Name of the Bank: State Bank of Travancore  
 Branch Address: New Administrative  
 Complex (NAC), Poojappura,  
 Trivandrum, Kerala PIN-695012  
 Branch Code: 70502  
 IFSC : SBTR0000502  
 Name of Account: HLL Management Academy  
 Account No: 67345027660

Bank Account Details for International participants :

Name of the Bank: State Bank of Travancore  
 Branch Address: New Administrative  
 Complex (NAC), Poojappura,  
 Trivandrum, Kerala, India PIN-695012  
 Branch Code : 70502  
 Swift Code : SBTRINBB502  
 IFSC : SBTR0000502  
 Name of Account : HLL Management Academy  
 EEFC Account No: 67376993901

Those who make online payment are requested to intimate the payment details by email to [hma@lifecarehll.com](mailto:hma@lifecarehll.com)



## REFUND

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In case of withdrawal of nominations by the organisation, the programme fee will be adjusted to any other programme during the same calendar year. If the HLL Management Academy cancels the programme, the fee will be refunded within two weeks. Substitution of participant(s) is permissible if a request to substitute a nominee is received in writing prior to the commencement of the programme.

## REGISTRATION

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You may download the registration form from <http://hllacademy.in>. Alternatively, you may write to the HLL Management Academy and send the completed form before December 20, 2016. Since only limited seats are available, participants are advised to register without delay.

HLL Management Academy  
Promoted by HLL Lifecare Limited  
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[www.hllacademy.in](http://www.hllacademy.in)



## CONTACT US

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Programme Coordinator	: Anita Thampi (+91 471 2724330)
Assistant Coordinator	: Kamal. V (+91 9995176999)

## ABOUT HLL MANAGEMENT ACADEMY

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HLL Management Academy, the educational initiative of HLL Lifecare Limited, a leading Mini Ratna Public Sector Enterprise under the Ministry of Health and Family Welfare, Government of India. The Academy acts as the Knowledge Center of HLL and offers training, consultancy and short term and long term courses in Procurement, Contract Management, Clinical Engineering, Social Marketing and Social Entrepreneurship especially in the Health care sector in association with institutes of repute in the respective fields. The Academy also runs a state-of-the art skill development centre with special focus on the healthcare sector.



## VENUE AND LOCATION

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Udaya Samudra Leisure Beach Hotel in Thiruvananthapuram, Kerala is an upscale and multi-award winning, luxurious 5 Star hotel brand which appeals to distinguished and discerning travelers. The Hotel is located at the famed beaches of Kovalam, just 15 meters from the Arabian sea, is an exclusive property - a destination by itself. The setting, facilities, people, spa, cuisine and its whole philosophy is dedicated to travelers' personal wellness in a luxurious environment. Hotel Uday Samudra is 15 km from Thiruvananthapuram International Airport.

Due to the vicinity of the sea, all seasons are quite pleasant and enticing at Kovalam. Though, the best time for visiting this beach town can be specified as from the month of September to the month of March. This time span is regarded as winter season and due to the bright sunny days and breezy nippy nights, many tourists get magnetized to this place from different parts of the world.



## PARTICIPANTS' FEEDBACK FROM PREVIOUS PROGRAMMES

The programme was very useful in terms of catching up with the industry.

*Sahibullah Alam (Ministry of Public Health, Afghanistan)*

Excellent Programme

*- Gaurav Sharma; DGS&D*

Excellent. It was a great opportunity for networking and sharing knowledge.

*Deepak Maharajan (Ministry of Federal Affairs & Local Development, Govt of Nepal)*

The programme was an excellent. Next time the duration may be at least 14 days

*Dr. Daniel Rikichi Kajal  
World Bank Country Office, Nigeria*

Very Good Programme. Same practical training should be imparted to other officers also

*Dr. Krushna Chandra Sahoo  
GM Procurement – OSMCL, Odissa*

The training programme was very useful and excellent.

*Dr G Pandikumar (State Health Society, National Rural Health Mission, India)*

All sessions were exemplary. The faculty were friendly and approachable. It is always good attending such trainings.

*K. M Noorulla (College of Pharmacy, Madras Medical College, Chennai).*

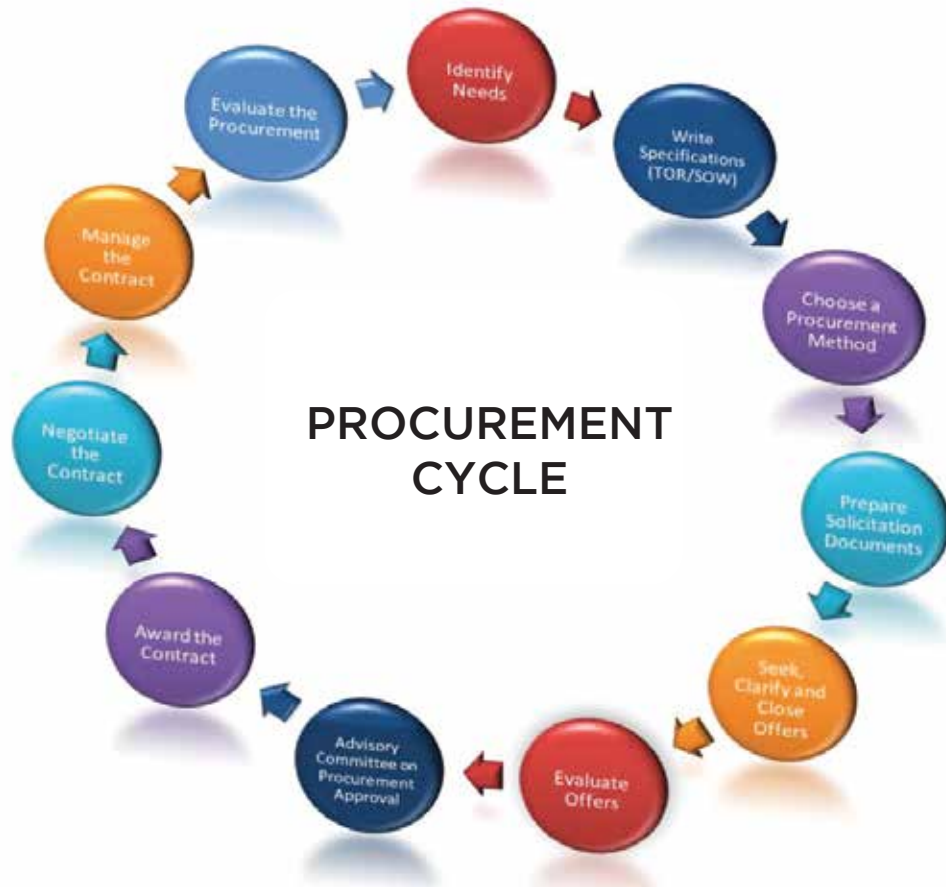
Professionally designed Programme

*CA Deepak Gera,  
UNDP New Delhi.*

Excellent Programme – Such programmes should be held at State level also

*Dr. Emi Rumi  
Dept. of H&FW, Govt. of Arunachal Pradesh.*







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