



भारत सरकार /Government of India
 संचार मंत्रालय /Ministry of Communications
 दूसंचार विभाग /Department of Telecommunications
 राष्ट्रीय संचार अकादमी - वित्त /National Communications Academy - Finance
 महरौली गुडगांव रोड, घिटोरनी, /MG Road, Ghitorni,
 नई दिल्ली-110047/ New Delhi-110047

No: 1-151/NICF/TAR/WebinaronContractMgmt/2025-26 Dated. .02.2026

To,

| | |
|-------------------------------------------|-----------------------------------|
| 1. The CGCA, O/o CGCA, MTNL Bdg, N. Delhi | 2. Advisor(F), DoT HQ, New Delhi |
| 3. The Advisor, TRAI, New Delhi | 4. DG, NTIPRIT, Ghaziabad |
| 5. The Sr. DDG (PAF), DoP HQ, Delhi | 6. The Pr. CsCA/CsCA/GMs(F)/DAPs |
| 7. The Sr. DDG, TEC | 8. The CMD, BSNL, New Delhi |
| 9. The CMD, MTNL, New Delhi. | 10. The DG, TSDSI, New Delhi |
| 11. The CEO, C-DoT, Delhi | 12. The Director, BBNL, New Delhi |
| 13. The Director, WMTDC, New Delhi | 14. The DGM, TCIL |
| 15. The Deputy General Manager, ITI Ltd. | |

Subject: - Conducting Webinar on “Contract Management in Public Sector” at NCA-F -reg

Sir/Madam,

The National Communications Academy-Finance, a ‘Sarvotkrisht’ 5 Star-rated Central Training Institute under the Department of Telecommunications, is going to conduct a Webinar on “Contract Management in Public Sector” for all Officials of DoT/ DoP. The schedule of Webinar is as under: -

| Topic | Date & Timing | Last date for nomination |
|--------------------------------------|--------------------------------------|--------------------------|
| Contract Management in Public Sector | 11.03.2026 (11:00 AM to 01:00 PM) | 09.03.2026 |

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| Introduction | Every contract prepared in the public sector is not just a document — it is a commitment made on behalf of the public. In DoP and DoT, contracts support everything from telecom infrastructure and IT modernization to logistics, facility management, consultancy, and outsourced services. The effectiveness of these contracts directly impacts service delivery to citizens. Often, challenges do not arise at the time of tendering but during execution — unclear clauses, delayed decisions, performance issues, audit observations, or disputes. Therefore, contract management is not merely about awarding a tender; it is about |
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| | <p>managing the relationship, safeguarding public funds, and ensuring outcomes.</p> <p>This webinar is designed to focus on key principles, common pitfalls, and actionable approaches that can help officers handle contracts with greater confidence, clarity, and accountability.</p> |
| Learning Objectives | <p>By the end of this webinar, participants will be able to:</p> <ol style="list-style-type: none"> 1. Navigate the Full Contract Journey Identify and understand the critical stages of the contract lifecycle from drafting and award through execution and closure and translate regulatory provisions into practical, day-to-day decision-making within DoP and DoT. 2. Effectively Manage Contracts Strengthen contract oversight by detecting risks early, monitoring performance, addressing variations or disputes appropriately, and ensuring transparency, financial integrity, and readiness for audits. |
| Faculty | Dr. Mandeep Singh, DDG(TAR), NCA-F |

2. It is requested to nominate at least two officials from your office for attending this webinar by the individual login at stipulated time as mentioned above.
3. The controlling officers of the respective units are requested to send details of nominated officers viz name, designation, mobile number, email address etc. at **nicf.moc@gov.in**. All the nominated officers from DoT and its field units are requested to apply through competency portal. In case of any query/clarification, Sh. Gadadhar Rath, Course Coordinator (Mob: 9437160036) may be contacted.
4. This issues with the approval of the Competent Authority.

Director/ **निदेशक**

Copy to:

1. PA to DG, NCA-F, Ghitorni, New Delhi-110047.
2. Director Trg. Finance, DoT HQ, Sanchar Bhawan, New Delhi.
3. Director (PA-Admn), DoP HQ, Dak Bhawan, New Delhi.
4. Director (TER), NCA – F for nomination and uploading of circular on office website.
5. Faculty of webinar.
6. Office copy.