



A Monthly Newsletter

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## About the Project

### Launch Date of the Project

18<sup>th</sup> February, 2016

### Project Duration

48 Months

### Project Location

Nagpur

### Stakeholders

Local Government Officials, State Government, Citizens, Urban Poor, Elected Representatives, Civil Society Organisation (CSOs)

### Beneficiaries

Citizens and officials working in Local Authority and organisations

# Equi-City's Eighth training workshop focuses on Contract Management

Continuing with the ongoing project activities in the city of Nagpur, Equi-City Team has conducted three workshops and concluded the Training of Municipal Officials. The workshops are followed up with the following themes: Contract Management, Urban Transport & Mobility and Information, and Communication Technology respectively. The Workshop has been conducted in two sessions in which the following topics are covered:

### Introduction to types of contracts and CVC guidelines by Shri. Sandeep Khodwe, Dy. Director, Department of Finance, Gov. Maharashtra.

The first session of the workshop focuses on the Roles and Responsibility of Municipal Corporation and advised the officials to be alert and updated. The expert talked about new procurement policy 2016 and gave detailed guidelines and procedures of tender documents. The session also included the New Government Resolution for the year 1992 and then the process which led to the formation of the procurement Policy in year 2016. According to the expert the new policy includes for whom the policy is made, and based on CVC guidelines. The expert also focused on correspondence of the officials and defined the 'Ideal contract document'. He said that contract should contain the clear distinctive Aim of the project, system



of redressal of grievances and contingencies, if any. The expert also suggested preparing a contract according to End-user. Time is key to every tender document and with the time for Grievances that are to be solved. Tender should be of minimal words and always according to the important points and specification according to the RFP documents. The expert also discussed the advantages and disadvantages of the Government e-Market place (GeM portal). Discussions also were done on Swiss challenge method and particulars of it were detailed out by the authors. After the main topic of Tenders and CVC guidelines the expert also focused on some other clauses and Article 51 and guidelines like ban on Contractors, Suspensions, Blacklist, Cancellation of orders and importantly remove tender.

### Introduction to GeM and E-tenders by Shri. Sailesh Kothe and the expert talked about the Time bound development of tenders and suggested to work with ICT tools and techniques.

The second session of the workshop focuses on three-Tenders and GeM portals. This session had started with the system prerequisites of e-tenders with focus on the use of Digital signatures and process of E tendering and components of it. The expert then discussed the details of the E-market place by Government and explained the process of registration for distributors and officials of Local bodies. The advantages and disadvantages of the GeM portal were discussed. He also focused on the Vision statement of our Prime Minister and his intent to create an E-market place for government officials to make India closer to good governance and transparency. The Session then focused on the details of the tedious process of E-tendering with each and every step detailed by the expert.

A small round of question and answers session had been conducted and problems of the officials were discussed particularly to the topic of E-tendering and GeM Portal. Again, also the types of the tenders, and BOQ was explained with practical session. The whole session was sum-up by the faculty in a relatable flow-chart for the Employees.



# Equi-City's Ninth training workshop focuses on Urban Transport for NMC Officials

**Discussion on Urban Transport Systems in India, a case of Nagpur. By Shri. Shivaji Jagtap, Transport Manager.**

Started with experiences in the traffic management in the city of Nagpur, the Expert discussed the major loop holes in the system and how the advances traffic management system in all together will help the municipal and other officials to tackle the problems in the city. The discussion was majorly focused on the transport systems in the city. The expert also highlighted some facts based upon the statistical data and suggested that firstly the city should look after the basic transport services to reach at each and every area of the city and then focus on value added services like green transport etc. He also raised concerns over the air quality and the ever-rising population and its effects on Travel demand and GDP. Analytical Statistics suggest that there is increase in No. of vehicles in the city over the past decade which results in traffic congestion and issues related to safety of people and public infrastructure. The popular example of it is Delhi in terms of Pollution and health issues. To tackle these kinds of situation in future the expert suggested that we should be efficient in administration, should speed up thing in a bit and importantly should have out of box thinking.

After that the participants were engaged in the interaction with the expert on topic of Administration and Traffic Management. Questions were asked regarding awareness of people and their attitude over private vehicles as status symbols? to which the speaker said that NMC (Nagpur Municipal Corporation)



is proposing to have concepts like Odd-Even or Bus day in city just to make people aware about the effects of pollution. To counter that questions were asked saying that this would only last a day or two, what about long term program? To that it was answered that further there are plans to setup a UMTA or a joint body for NMT and other programs under the Smart City Movement in Nagpur. Concluding the session, the expert as also a senior transport official, form NMC said that there are even concepts like green bus, e-vehicles and planned metro feeder system for the city. The officials are looking for green transport system in city with first to last mile connectivity.

**Discussion on Transport Oriented Development (TOD). By Shri. Mahesh Gupta, Jt. General Manager, Maha-Metro.**

The expert stated the session with the topic, Transit Oriented Development (TOD). Discussion had started with what is TOD and its effect on the development of city. Explaining some good case studies from Hong-Kong and Singapore the speaker said that these developments were based on revenue model and details of them were explained in context of Nagpur. Further the speaker also explained the vision and the objectives of the TOD policy. The Focus of the topic was majorly on role and responsibilities of different departments and stakeholders including ULBs, in this case NMC Nagpur. The discussion was specific to influence zone of metro rails in city area and various steps which should be taken to make people travel seamlessly inside the city. After that the second Topic of discussion was focused on Parking in city and National Parking Policy. The expert detailed out the methods of developing parking infrastructure in city and various steps that should be taken by the authorities. Continuing the session questions from the participants were answered in a small Question and answer session by the Expert, Where Multimodal Integration of transport services in the city was main focus along with last mile connectivity.



# Equi-City's Tenth Training Workshop ICT for NMC Officials

**Discussion on Cashless Economy. By  
Shri. Ashish Ratnaparkhi, Chief Manager,  
Maharashtra Bank.**

Starting with the vision and mission for Cashless Economy, the Speaker focused on the IT-based banking and Core banking systems with respect to Indian Economy. The best practice for Cashless economy in village Harisal, Amaravati were mentioned during the session. The advantages of the system such as to avoid time consumptions, to reduce risk and have security of the money involved were detailed in the session. Many methods of cashless transactions were explained such as 'Debit cards' and 'AEPS' and 'Mobile banking' were also discussed.

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For the safety and security of the people, discussions were made on ATM fraud, Card skimming and fake ATMs. By focusing on the overall technological advancements in online payments like UPI and Mobile banking the Session had been concluded with the ongoing discussions along with the roles and responsibilities of Municipals Officials.



**Discussion on ICT and its Importance for Nagpur Municipal Officials. By Shri. SuryakantDhoke, Sr. Technical Manager, NIC.**

dealing with payments, Mobile App, and Data centre. The session also explained and discussed about Digital Locker, and initiative by Government of India.

The session started with discussing "what is ICT?" and its importance for local governance. Focus was given on integration of hardware, software and technology along with cloud computing and communication technology. Discussion were made on website and ICT as a part and parcel of today's Governance system. According to the Speaker these services provide all the information for a topic or to particular person regarding works of the Municipal Corporation. On the other hand, the Expert discussed the use of ICT in field of Grievance redressal and Complaint handling mechanism of the Municipal Corporation.

The session suggested that a proper Detailed Project Report (DPR) of ICT, should be made with consideration for feasibility, network and funds. Functions of ICT were also explained with details related to payment and E-Services. The Speaker talked about Virus Free Computers and systems when



# Upcoming Events

- ◆ Diversity and Equality Framework & inclusive HR policy



## PARTNERS



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