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| 09.30-10.30 | **Session 1:**  
(a) Introduction to e-Governance Project Life cycle (eGLC) and Detailed Project Report (DPR)  
   - e-Governance and various stages of eGLC  
   - What is a Detailed Project Report (DPR)  
   - When is DPR prepared.  
   - Why DPR  
   - Pre-requisites for preparing a DPR  

(b) Preparation of Detailed Project Report  
   - Objectives for preparation of DPR  
   - DIT guidelines for preparation of DPR  
   - Key elements of DPR  |
|             | **Session 5:**  
(a) Bid Process Management  
   - Key legal terms  
   - Pre-bid responses  
   - Evaluation of responses  

(b) Bidder’s View of Procurement and Role of Consultant  
   - Insights about the procedure typically adopted by bidding entities for responding to e-Governance procurement opportunities  
   - Role of a Consultant in procurement of e-Governance project  |
| 10.30-11.00 | **Tea Break**                                                                 |
| 11.00-12.30 | **Session 2:** Cost Components of DPR, Risk Assessment & Mitigation  
   - Classification of costs  
   - Cost Components  
   - Sources of Funding  
   - Expenditure Forecasting  |
|             | **Session 6:**  
(a) Contract Management  
   - Key Contents in a typical e-Governance Legal Contract  
   - Software Development  
   - Final Acceptance Testing  
   - SLA Adherence  
   - Payment Management  
   - Change Management  

(b) Preventive Vigilance in Public Procurement  
   - Processing of Tenders and CVC guidelines.  |
| 12.30-01.30 | **Lunch Break**                                                                 |
| 01.30-03.00 | **Session 3:**  
(a) Procurement Theory  
   - Approach for procurement of goods & services.  
   - Describing the evaluation parameters of the implementing partner/agency.  
   - Identifying different selection methods.  
   - Identifying the key elements of RFP.  

(b) Implementation strategy and Governance Structures  
   - Relevance of implementation strategy for DRP to advantages and disadvantages of single vendor Vs Multiple vendors.  
   - Differentiate between different kinds of Project implementation approach  
   - Describe the Implementation Challenges in an e-Governance Project  
   - Discuss Governance Mechanism in an e-Governance Project.  |
|             | **Session 7:**  
(a) Business Models for Implementation of e-Governance  
   - Identify the cost components of an e-Governance Project.  
   - Identify the Business Models for e-Governance implementation.  
   - Discuss the strategic considerations for evaluation of Business Models.  

(b) Introduction to Public Private Partnerships As A Business Model  
   - Introduction to PPP  
   - Introduction to PPP models  
   - Structuring considerations in a PPP  
   - Risks and challenges in PPP  
   - PPP in e-Governance implementations in India  |
<p>| 03.00-03.30 | <strong>Tea Break</strong>                                                                 |</p>
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<td>03.30-05.00</td>
<td><strong>Session 4:</strong></td>
<td><strong>Session 8 : Quiz</strong></td>
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<td><em>(a) Procurement and Request for Proposal (RFP) development</em></td>
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<td>☐ Approach for procurement of goods and services in for e-Governance</td>
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<td>☐ Key elements of RFP</td>
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<td>☐ Implementation Partner/agency evaluation and selection methods</td>
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<td><em>(b) Expression of Interest &amp; Request for proposal Preparation.</em></td>
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<td>☐ Difference between Request for Proposal (RFP) and EoI</td>
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<td>☐ Functional Requirements Specification</td>
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<td>☐ COTS vs. Custom Development vs. Cloud / SAAS</td>
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