Annual Procurement Plan-2019-20 Appendix-c

•	Ministry/Division			Ministry o	f Public Ad	ministra	ntion(MoPA))		Project Cost(In	Tk Lakh)		7						
•	Agency	(MoPA) 3-0701-0001						35078.15											
r	Procuring Entity Nan								1										
Pack age No.	Description of procurement GOODS	Unit	Quantity	Procurem ent Method & Type	Contract Approvin g Authority	Source of Funds	Estd. Cost in Tk.(lakh)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time To Contract Signature	Time For Completion of Contract		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		
1	Reward Code: 3211101	As per requirement of time	List Enclosed-1	DPM	Secretary	GO8	5.00	Planned dates Planned days Actual		Direct Purchase by PPR-2008									
2	Cleaning Equipment							Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019		
	Code:3211102	List Enclosed	List Enclosed-2	OTM (e- GP)	Secretary	GOB	5.00	Planned days Actual		0	14	14	7	7	28	70	28		
3	Refreshment As per require time		tist Foolsond 2		Secretary	GOB	180.00	Planned dates		Before 20 Nov 2019	03 Dec 2019	17, Dec 2019	24 Dec 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019		
		1 '	List Enclosed-3	DPM /OTM				Planned days Actual		0	14	14	7	7	28	70	. 28		
4	Gross pay	As per						Planned dates	T	Direct Purchase from Bangladesh Porjoton Corporation/Officers Club and other Organization as per PPR-2008									
	Excluding employees CODE: 3211109	requirement of time	List Enclosed-4		Secretary	GOB	4.00	Planned days Actual					As per PPR	-2008					
5	Legal Costs CODE: 3211110	As per requirement of	List Enclosed-5	DPM	Secretary	GOB	40.00	Planned dates Planned days		As per PPR	per PPR-2008								
6	Seminar Conference Spending	As per requirement of	List Enclosed-6	DPM	Secretary	GOB	100.00	Planned dates Planned days					As per PPR	2000					
7	CODE: 3211111 Internet Bandwith	time			<u>'</u>		100.00	Actual Planned dates					AS per PPR	2006	<u> </u>				
	CODE: 3211117	List Enclosed	List Enclosed-7	DPM	Secretary	GO8	32.00	Planned days Actual					As per PPR	-2008					
8	Postal CODE: 3211119	List Enclosed	List Enclosed-8	DPM	Secretary	GOB	7.00	Planned dates Planned days Actual					As per PPR	-2008					
9	Telephone /Mobile CODE: 3211120	List Enclosed	List Enclosed-9	DPM	Secretary	GO8	120.00	Planned dates Planned days Actual					As per PPR	-2008					
10	Promotional Advartising CODE: 3211125	List Enclosed	List Enclosed-10	DPM	Secretary	G O B	90.00	Planned dates Planned days Actual		-		 	As per PPR	-2008					
11	Books and Journals CODE: 3211127	List Englaced	List Enclosed 11	OTM (e-	Cocratan	GOB	72.05	Planned dates		Before 20 Nov 2019	03 Dec 2019	17, Dec 2019	24 Dec 2019	01 Dec 2019	29 Dec 2019	70	29 Dec 2019		
	CODE: 3211127	List Enclosed	List Enclosed List Enclosed-11 OTM (e- Secretary GOI GP)			GOB	22.00	Planned days Actual		0	14	14	7		28	70	28		

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Pack age No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sour ce of Fund s	Estd. Cost in Tk.(lakh)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time To Contract Signature	Time For Completion of Contract	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
12	Recruitment test	List						Planned dates		Before 30 Oct 2019	13 Nov 2019	27, Nov 2019	01 DEC 2019	08 Jan 2020	21 Jan 2020		21 Jan 2020	
	CODE: 3211135	Enclosed	List Enclosed-12	QCBS	Secretary	GOB	1000.00	Planned days		0	14	14	7	7	28	70	28	
								Actual										
13	Training	List						Planned dates										
	CODE: 3211135	Enclosed	List Enclosed-13	OTM (e-GP)	Secretary	GOB	6650.00	Planned days					As per PPR	-2008				
								Actual					AS PCI ITIN	2000				
14	Transport Fuel							Planned dates				<u>-</u>						
	Petrol/CNG/ Disel	List	List Enclosed-14	OTM (e-GP)	Secretary	GOB	180.00	Planned days		1			As per PPR	2008				
	CODE: 3243101	Enclosed						Actua!		1			As per FFR	-2000				
15	Travel expenses	List				<u> </u>	<u> </u>	Planned dates										
"-		List Enclosed-15	OTM (e-GP)	Secretary	GOB	120.00	Planned days		As per PPR-2008									
				, ,		Ì		Actual		1			As per PPR	-2006				
16	Computer Accessories	List	+					Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
	CDDE: 3255101		List Enclosed-16	OTM (e-GP)	Secretary	GOB	74.00	Planned days		0	14	14	7	7	28	70	28	
	CD02. 3233101							Actual										
17	Printing & Binding	List	+		Secretary			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019	-	29 Dec 2019	
**	1 1	Enclosed	List Enclosed-17	OTM (e-GP)		GDB	16.35	Planned days		0	14	14	7	7	28	70	28	
				, ,				Actual				-	1	·				
1B	Stationery Goods	List						Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
	CODE: 3255105 Enclosed	1	List Enclosed-18	DTM (e-GP)	Secretary	GOB	40.00	Planned days		0	14	14	7	7	2B	70	2B	
		+						Actual										
19	Satellite- Miscellaneous	List						Planned dates					•			•	-	
	CODE- 3255105	Enclosed	List Enclosed-19	DPM	Secretary	GOB	3.66	Planned days	1				As per PPR	-2008				
								Actual		-			AS PCI ITIN	2000				
20	Miscellaneous Name	List						Planned dates		Before 20 Dct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
	Plate , Seal, Towel	Enclosed	ed List Enclosed-20	OTM (e-GP)	Secretary	GOB	16.00	Planned days		0	14	14	7	7	28	70	28	
	CODE: 3255105						10.00	Actual					1					
21	Cleaning- Miscellaneous	List	+					Planned dates		Before 20 Dct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
	CODE- 3255105	Enclosed	List Enclosed-21	DPM	Secretary	GOB	4.00	Planned days		0	14	14	7	7	28	70	28	
							4.00	Actual					'	- L	1	•		
22	Usable Goods &	List			1			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
	Miscellaneous	Enclosed	List Enclosed-22	OTM (e-GP)	Secretary	GOB	50.00	Planned days		0	14	14	7	7	2B	70	28	
	CODE: 3256103			' '				Actual										
23	Liveries	List						Pianned dates		Before 20 Nov 2019	03 Dec 2019	17, Dec 2019	24 Dec 2019	31 Dec 2019	28 Jan 2020		28 Jan, 2020	
	CODE: 3256106	Enclosed	List Enclosed-23	OTM (e-GP)	Secretary	GOB	12.00	Planned days	-	0	14	14	7	7	2B	100	1B	
1			}				12.00	Actual	+				-	1				
24	Research	List	+	+	1	1	-	Flanned dates	+		· · · · · · · · · · · · · · · · · · ·	- L	_1	·	<u> </u>	<u> </u>		
-	Code: 3257103	Enclosed	List Enclosed-24	DPM	Secretary	GOB	5.00	Planned days	+	†			As per PPR	-2008				
		+	List Effetosed 24			305	3.00	Actual	+	1			42 hei LLK	2000				
25	Innovation	List			 	1		Planned dates										
-	Code:3257105	Enclosed	List Enclosed-25	DPM	Secretary	GOB	20.00	Planned days		1			As per PPR	-2008				
					1			Actual		1			AS PEI FFR	2000				
L			1		1			1		L								

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~ <u>1</u>	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18				
36	Honor/Reward	List						Planned dates			<u>, </u>					-					
n•		Enclosed	List Enclosed-26	DPM	Secretary	GOB	30.12	Planned days		Direct Purchase as per PPR-2008											
•					ļ		1	Actual]						.,,,-	T				
27	Festival festivities	List						Planned dates		Before 01 March 2020	15 March 2020	29 Mar 2020	05 April 2020	12 April 2020	14 May 2020		14 May 2020				
	CODE: 3257301	Enclosed	List Enclosed-27	OTM (e-GP)	Secretary	GOB	320.00	Planned days		0	14	14	7	7	28	70	28				
		Ì						Actual			<u> </u>	.,		ļ							
28	Vehicle Repair	List						Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019				
	CODE:3258101	Enclosed	List Enclosed-28	DPM /OTM (e-	Secretary	GOB	120.00	Planned days		0	14	14	7	7	28	70	28				
		ļ		GP)				Actual													
29	Furniture Repair	List	 		 			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019				
2,	CODE: 3258102	Enclosed	List Enclosed-29	OTM (e-GP)	Secretary	GOB	10.00	Planned days		0	14	14	7	7	28	70	28				
				, ,				Actual													
30	Repair of computer	List				GOB	10.00	Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019				
	CODE: 3258103	·	List Enclosed-30	OTM (e-GP)	Secretary			Planned days		0	14	14	7	7	28	70	28				
				1			Actual														
31	Repair of Office	List	1					Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019				
	Equipment	Enclosed	List Enclosed-30	OTM (e-GP)	Secretary	GOB	4.00	Planned days		0	14	14	7	7	28	70	28				
	CODE: 3258104							Actual									20.0 2010				
32	Repair of Other	List			Τ			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019	70	29 Dec 2019				
	Machinery & Equipment	Enclosed	List Enclosed-31	OTM (e-GP)	Secretary	GOB	40.00	Planned days		0	14	14	7	7	28	70	28				
	CODE: 3258105	l						Actual				- N. 7010	24 11 2040	01 Dec 2019	29 Dec 2019		29 Dec 2019				
33	Repair of	List				l		Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	7	29 000 2019	70	29 Dec 2019				
	telecommunications	Enclosed	List Enclosed-32	DPM	Secretary	GOB	3.00	Planned days	_	0	14	14	7	/	25		26				
	Equipment CDDE:3258126							Actual													
34	Vehicle Maintenance	List		- "	1			Pianned dates													
	Cost	Enclosed	osed List Enclosed-34	DPM	Secretary	GOB	3000.00	Planned days		As per PPR-2008											
	Code:3258140	_		1				Actual					·								
35	Welfare Grants	List						Planned dates													
	Code:3721102	Enclosed	List Enclosed-35		Secretary	GOB	22000.00	Planned days		1			As per PPR	-2008							
			<u> </u>			<u> </u>		Actual			T 10010	17 11 2010	24.11. 2010	01.0 2010	29 Dec 2019	1	29 Dec 2019				
36	Vehicle	List		DPM	1			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019		70					
	CODE: 4112101	Enclosed	List Enclosed-36		Secretary	GOB	400.00	Planned days		0	14	14	7	7	28	70	28				
						ļ		Actual		D. C. 70 Oct 70 10	07.11 2010	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019				
37	Computers &	List	1		Correta			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019 14	7 7	7	28	70	28				
	Accessory	Enclosed	List Enclosed-37	OTM (e-GP)	Secretary	GOB	503.50	Planned days		0	14	14		+'-	20		20				
	CODE:4112202					ļ		Actual Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019	 	29 Dec 2019				
38	Telecommunications	List		074 (. 62)	Formatan	GOB				0 Before 20 Oct 2019	14	17, NOV 2019	7	7	28	70	28				
	Equipment	Enclosed	List Enclosed-38	OTM (e-GP)	Secretary		10.00	Planned days Actual		U	+ - 14	17		 		70					
	CODE:4112204	l			_1		<u> </u>	Actual		1				1							

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Pack age No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sour ce of Fund s	Estd. Cost in Tk.(iakh)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total Time To Contract Signature	Time For Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
39	Electrical Equipment	List			-			Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019	· · · · · · · · · · · · · · · · · · ·	29 Dec 2019
	CODE:4112303	Enclosed	List Enclosed-39	DTM (e-GP)	Secretary	GOB	80.00	Planned days		0	14	14	7	7	28	70	28
								Actual									
40	Electrical Equipment	List				GOB	520.00	Planned dates		Before 20 Nov 2019	04 Dec 2019	18 Dec 2019	25 Dec 2019	02 Jan 2020	29 Dec 2019		29 Dec 2019
	CODE:4112303	Enclosed	List Enclosed-40	OTM (e-GP)	Secretary			Planned days		0	14	14	7	7	28	70	28
								Act-Jal									
41	Office Equipment	List				GOB	16.00	Planned dates		Before 20 Nov 2019	04 Dec 2019	18 Dec 2019	25 Dec 2019	02 Jan 2020	29 Dec 2019		29 Dec 2019
	CODE: 4112310	Enclosed	List Enclosed-41	OTM (e-GP)	Secretary			Planned days		0	14	14	7	7	28	70	28
								Actual									
42	Furniture	List		-				Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
	CODE: 4112314	Enclosed	List Enclosed-42	OTM (e-GP)	Secretary	GOB	150.00	Planned days		0	14	14	7	7	28	70	28
								Actual									
43	Computer Software	List				GOB		Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
	CODE: 4112314	Enclosed	List Enclosed-43	QC8S	Secretary		157.40	Planned days		0	14	14	7	7	28	70	28
							Actual		-		· · · · · · · · · · · · · · · · · · ·	†	1			T	

For sudden demand of office, procurement under appropriate method like Request For Quotation(RFQ), Direct Purchase etc under the Public Procurement Act, 2006 and PPR, 2008.

(Md. Kaisarul Islam)

(Md. Kaisarul Islam) Senior Assistant Secretary (Administration-4) (Md. Abul Hasanath Humayan Kabir)
Joint Secretary (Administration Branch)

(Dulal Krishna Saha) Additional Secretary (Administration Wing) Faiz Ahmed)