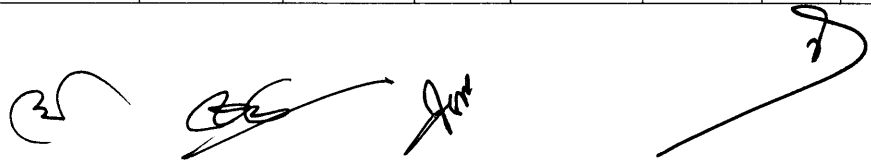


Annual Procurement Plan-2021-22 Appendix-c

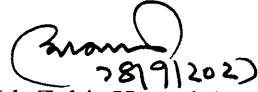
Ministry/Division				Ministry of Public Administration (MoPA)						Project Cost(In Tk Lakh)							
Agency				(MoPA)						2664.40							
Procuring Entity Name and Code				(MoPA)						3-0701-0001							
Pka g No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving 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	Cleaning Equipment Code:3211102	List Enclosed	List Enclosed-1	OTM (e-GP)/DPM	Secretary/Add: Sec/JS/DS	GOB	10.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021
								Planned days		0	14	14	7	7	28	70	28
								Actual									
2	Refreshment CODE: 3211106	List Enclosed	List Enclosed-2	DPM /OTM	Secretary/Add: Sec/JS/DS	GOB	177.00	Planned dates		Direct Purchase from Bangladesh Porjoton Corporation/Intercontinental/Officers Club and other Organization as per PPR-2008							
								Planned days									
								Actual									
3	Gross pay Excluding employees CODE: 3211109	List Enclosed	List Enclosed-3	DPM	Secretary	GOB	15.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
4	Legal Costs CODE: 3211110	List Enclosed	List Enclosed-4	DPM	Secretary	GOB	42.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
5	Seminar/Conference CODE: 3211111	List Enclosed	List Enclosed-5	DPM	Secretary	GOB	20.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
6	Internet Bandwith CODE: 3211117	List Enclosed	List Enclosed-6	DPM	Joint Sec/Deputy Sec	GOB	36.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
7	Postal CODE: 3211119	List Enclosed	List Enclosed-7	DPM	Joint Sec/Deputy Sec	GOB	8.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
8	Telephone /Mobile CODE: 3211120	List Enclosed	List Enclosed-8	DPM	Joint Sec/Deputy Sec	GOB	122.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
9	Promotional Advertising CODE: 3211125	List Enclosed	List Enclosed-9	DPM	Secretary/Add: Sec/JS/DS	GOB	65.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
10	Books and Journals CODE: 3211127	List Enclosed	List Enclosed-10	OTM/RFQ/DPM	Secretary/Add: Sec/JS/DS	GOB	40.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021
								Planned days		0	14	14	7	7	28	70	28
								Actual									
11	Transport Fuel Petrol/CNG/ Disel CODE: 3243101	List Enclosed	List Enclosed-11	DPM	Add Sec/Joint Sec/Deputy Sec	GOB	185.00	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									
12	Computer Accessories CODE: 3255101	List Enclosed	List Enclosed-12	OTM (e-GP)	Secretary	GOB	76.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021
								Planned days		0	14	14	7	7	28	70	28
								Actual									
13	Printing & Binding CODE: 3255102	List Enclosed	List Enclosed-13	OTM (e-GP)/DPM/RFQ	Secretary/Add: Sec/JS/DS	GOB	20.00	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022
								Planned days		0	14	14	7	7	28	70	28
								Actual									
14	Stationery Goods CODE: 3255105	List Enclosed	List Enclosed-14	OTM (e-GP)/RFQ/DPM	Secretary/Add: Sec/JS/DS	GOB	61.57	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022
								Planned days		0	14	14	7	7	28	70	28
								Actual									
15	Satellite- Miscellaneous CODE- 3255105	List Enclosed	List Enclosed-15	DPM	Secretary/Add: Sec/JS/DS	GOB	3.57	Planned dates		Direct Purchase As per PPR-2008							
								Planned days									
								Actual									



Pkag No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving 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	
16	Other Stationery Miscellaneous Name Plate Seal. CODE: 3255105	List Enclosed	List Enclosed-16	OTM (e-GP) DPM RFQ DPM	Secretary Add Sec JS DS	GOB	12.00	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
17	Other Miscellaneous (Towel wash Laundry) CODE- 3255105	List Enclosed	List Enclosed-17	DPM OTM	Secretary/Add Sec JS DS	GOB	4.00	Planned dates										
								Planned days										
								Actual										
18	Other Miscellaneous/Stationery CODE- 3255105	List Enclosed	List Enclosed-17	DPM/OTM	Secretary/Add Sec JS DS	GOB	7.87	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
19	Usable Goods CODE: 3256103	List Enclosed	List Enclosed-19	OTM (e-GP) DPM RFQ	Secretary Add Sec JS DS	GOB	54.97	Planned dates		Before 30 Nov 2021	14 Dec 2021	28 Dec 2021	04 Jan 2022	11 Jan 2022	08 Feb 2022		08 Feb 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
20	Clothing and Accessories CODE: 3256106	List Enclosed	List Enclosed-20	OTM (e-GP)	Secretary	GOB	19.00	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
21	Honorarium CODE: 3256106	List Enclosed	List Enclosed-21	DPM	Secretary	GOB	30.00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
22	Festival festivities CODE: 3257301	List Enclosed	List Enclosed-22	OTM/DPM/RFQ	Secretary Add Sec JS DS	GOB	350.00	Planned dates		Before 02 May 2022	16 May 2022	30 May 2022	07 June 2022	14 June 2022	12 July 2022		12 July 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
23	Vehicle Repair CODE:3258101	List Enclosed	List Enclosed-23	OTM/DPM/RFQ	Secretary Add Sec JS DS	GOB	60.00	Planned dates		Before 30 Nov 2021	14 Dec 2021	28 Dec 2021	04 Jan 2022	11 Jan 2022	08 Feb 2022		08 Feb 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
24	Furniture Repair CODE: 3258102	List Enclosed	List Enclosed-24	OTM/DPM/RFQ	Secretary Add Sec JS DS	GOB	9.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
25	Repair of Computer CODE: 3258103	List Enclosed	List Enclosed-25	OTM/DPM/RFQ	Secretary Add Sec JS DS	GOB	10.00	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
26	Repair of Office Equipment CODE: 3258104	List Enclosed	List Enclosed-26	OTM DPM RFQ	Secretary Add Sec JS DS	GOB	4.00	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
27	Repair of Other Machinery & Equipment CODE: 3258105	List Enclosed	List Enclosed-27	OTM DPM RFQ	Secretary Add Sec JS DS	GOB	20.00	Planned dates		Before 30 Nov 2021	14 Dec 2021	28 Dec 2021	04 Jan 2022	11 Jan 2022	08 Feb 2022		08 Feb 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
28	Repair of telecommunications Equipment CODE:3258126	List Enclosed	List Enclosed-28	DPM	Secretary Add Sec JS	GOB	12.00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
29	Land Development Tax CODE: 3821102	List Enclosed	List Enclosed-29	DPM	Secretary	GOB	1.00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
30	Vehicle CODE: 4112101	List Enclosed	List Enclosed-30	OTM/DPM	Secretary	GOB	150.00	Planned dates		Before 30 March 2022	14 March 2022	28 March 2022	03 April 2022	11 April 2022	09 May 2022		09 May 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
31	Computer and Computer related Accessories CODE:4112202	List Enclosed	List Enclosed-31	OTM (e-GP)	Secretary	GOB	599.50	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
32	Telecommunications Equipment CODE:4112204	List Enclosed	List Enclosed-32	OTM (e-GP) RFQ	Secretary/Add Sec	GOB	9.92	Planned dates		Before 30 March 2022	14 March 2022	28 March 2022	03 April 2022	11 April 2022	09 May 2022		09 May 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										

Pkg No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving 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
33	Electrical Equipment CODE:4112303	List Enclosed	List Enclosed-33	OTM (e-GP)	Secretary	GOB	180.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021
								Planned days		0	14	14	7	7	28	70	28
								Actual									
34	Office Equipment CODE: 4112310	List Enclosed	List Enclosed-34	OTM (e-GP)	Secretary	GO B	20.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021
								Planned days		0	14	14	7	7	28	70	28
								Actual									
35	Furniture CODE: 4112314	List Enclosed	List Enclosed-35	OTM (e-GP)?RFQ?DPM	Secretary/Ad d. Sec/JS/DS	GOB	180.00	Planned dates		Before 30 Aug 2021	13 Sep 2021	27 Sep 2021	04 Oct 2021	11 Oct 2021	07 Nov 2021		07 Nov 2021
								Planned days		0	14	14	7	7	28	70	28
								Actual									
36	Computer Software CODE: 4112314	List Enclosed	List Enclosed-36	QCBS	Secretary	GOB	50.00	Planned dates		Before 30 Oct 2021	13 Nov 2021	27 Nov 2021	04 Dec 2021	11 Dec 2021	08 Jan 2022		08 Jan 2022
								Planned days		0	14	14	7	7	28	70	28
								Actual									

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.


28/9/2022

(Md. Zakir Hossain)
Deputy Secretary (Administration-4)


28/9/2022

(Md. Abul Hasanath Humayan Kabir)
Joint Secretary (Administration Branch)



(Md. Ali Kadar)
Additional Secretary (Administration Wing)



(K M Ali Azam)
Senior Secretary