

## Annual Procurement Plan-2022-23


## Appendix-c

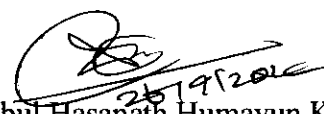
Ministry/Division				Ministry of Public Administration (MoPA)						Project Cost(In Tk Lakh)							
Agency				(MoPA)						2086.69							
Procuring Entity Name and Code				(MoPA)						3-0701-0001							
Pkag No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving 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
1	Cleaning Equipment CODE: 3211102	List Enclosed	List Enclosed-1	OTM (e-GP)/DPM	Secretary/Add. Sec/JS/DS	GOB	10.00	Planned dates Planned days Actual		Before 30 Aug 2021 0	13 Sep 2021 14	27 Sep 2021 14	04 Oct 2021 7	11 Oct 2021 7	07 Nov 2021 28	70	07 Nov 2021 28
2	Refreshment CODE: 3211106	List Enclosed	List Enclosed-2	DPM/OTM	Secretary/Add. Sec/JS/DS	GOB	85.00	Planned dates Planned days Actual		Direct Purchase from Bangladesh Porjoton Corporation/Intercontinental/Officers Club and other Organization as per PPR-2008							
3	Gross pay Excluding employees CODE: 3211109	List Enclosed	List Enclosed-3	DPM	Secretary	GOB	16.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
4	Legal Costs CODE: 3211110	List Enclosed	List Enclosed-4	DPM	Secretary	GOB	342.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
5	Seminar/Conference CODE: 3211111	List Enclosed	List Enclosed-5	DPM	Secretary	GOB	11.20	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
6	Internet Bandwidth CODE: 3211117	List Enclosed	List Enclosed-6	DPM	Joint Sec/Deputy Sec	GOB	36.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
7	Postal CODE: 3211119	List Enclosed	List Enclosed-7	DPM	Joint Sec/Deputy Sec	GOB	9.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
8	Telephone /Mobile CODE: 3211120	List Enclosed	List Enclosed-8	DPM	Joint Sec/Deputy Sec	GOB	130.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
9	Promotional Advertising CODE: 3211125	List Enclosed	List Enclosed-9	DPM	Secretary/Add. Sec/JS/DS	GOB	60.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
10	Books and Journals CODE: 3211127	List Enclosed	List Enclosed-10	OTM/RFQ/DPM	Secretary/Add. Sec/JS/DS	GOB	26.00	Planned dates Planned days Actual		Before 30 Aug 2022 0	13 Sep 2022 14	27 Sep 2022 14	04 Oct 2022 7	11 Oct 2022 7	07 Nov 2022 28	70	07 Nov 2022 28
11	Recruitment Test CODE: 3211135	List Enclosed	List Enclosed-11	OTM/RFQ/DPM	Secretary/Add. Sec/JS/DS	GOB	50.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
12	Training CODE: 3231301	List Enclosed	List Enclosed-12	OTM/RFQ/DPM	Secretary/Add. Sec/JS/DS	GOB	40.00	Planned dates Planned days Actual									
13	Transport Fuel Petrol/CNG/ Disel CODE: 3243101	List Enclosed	List Enclosed-13	DPM	Add. Sec/Joint Sec/Deputy Sec	GOB	144.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
14	Travel Expenses CODE: 3234101	List Enclosed	List Enclosed-13	DPM	Add. Sec/Joint Sec/Deputy Sec	GOB	60.00	Planned dates Planned days Actual		Direct Purchase As per PPR-2008							
15	Computer Accessories CODE: 3255101	List Enclosed	List Enclosed-14	OTM (e-GP)	Secretary	GOB	76.00	Planned dates Planned days Actual		Before 30 Aug 2022 0	13 Sep 2022 14	27 Sep 2022 14	04 Oct 2022 7	11 Oct 2022 7	07 Nov 2022 28	70	07 Nov 2022 28
16	Printing & Binding CODE: 3255102	List Enclosed	List Enclosed-15	OTM (e-GP)/DPM/RFQ	Secretary/Add. Sec/JS/DS	GOB	9.85	Planned dates Planned days Actual		Before 30 Sep 2022 0	14 Oct 2022 14	28 Oct 2022 14	05 Nov 2022 7	12 Nov 2022 7	07 Dec 2022 28	70	07 Dec 2022 28
17(a)	Stationery Goods CODE: 3255105	List Enclosed	List Enclosed-16	OTM (e-GP)/RFQ/DPM	Secretary/Add. Sec/JS/DS	GOB	28.00	Planned dates Planned days Actual		Before 30 Sep 2022 0	14 Oct 2022 14	28 Oct 2022 14	05 Nov 2022 7	12 Nov 2022 7	07 Dec 2022 28	70	07 Dec 2022 28

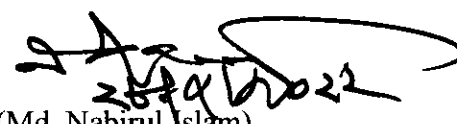
Pkg No..	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk.(lakh)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	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	
17(b)	Satellite- Miscellaneous CODE: 3255105	List Enclosed	List Enclosed-16	DPM	Secretary/Add. Sec./S/DS	GOB	2.67	Planned dates										
								Planned days										
								Actual										
17(c)	Other Stationery Miscellaneous Name Plate, Seal, CODE: 3255105	List Enclosed	List Enclosed-16	OTM (e-GP)/DPM/RFQ /DPM	Secretary/Add. Sec./S/DS	GOB	11.00	Planned dates		Before 30 Aug 2022	13 Sep 2022	27 Sep 2022	04 Oct 2022	11 Oct 2022	07 Nov 2022		07 Nov 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
17(d)	Other Miscellaneous/Stationery CODE: 3255105	List Enclosed	List Enclosed-16	DPM/OTM	Secretary/Add. Sec./S/DS	GOB	1.00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
18	Usable Goods CODE: 3256103	List Enclosed	List Enclosed-17	OTM (e-GP)/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	59.97	Planned dates		Before 30 Aug 2022	13 Sep 2022	27 Sep 2022	04 Oct 2022	11 Oct 2022	07 Nov 2022		07 Nov 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
19	Clothing and Accessories CODE: 3256106	List Enclosed	List Enclosed-18	OTM (e-GP)	Secretary	GOB	19.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
20	Honorary CODE: 3256106	List Enclosed	List Enclosed-19	DPM	Secretary	GOB	70.00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
21	Festival festivities CODE: 3257301	List Enclosed	List Enclosed-20	DTM/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	350.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
22	Vehicle Repair CODE:3258101	List Enclosed	List Enclosed-21	OTM/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	60.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
23	Furniture Repair CDDE: 3258102	List Enclosed	List Enclosed-22	OTM/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	9.00	Planned dates		Before 30 Aug 2022	13 Sep 2022	27 Sep 2022	04 Oct 2022	11 Oct 2022	07 Nov 2022		07 Nov 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
24	Repair of Computer CODE: 3258103	List Enclosed	List Enclosed-23	OTM/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	10.00	Planned dates		Before 30 Aug 2022	13 Sep 2022	27 Sep 2022	04 Oct 2022	11 Oct 2022	07 Nov 2022		07 Nov 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
25	Repair of Office Equipment CODE: 3258104	List Enclosed	List Enclosed-24	OTM/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	4.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
26	Repair of Other Machinery & Equipment CODE:3258105	List Enclosed	List Enclosed-25	OTM/DPM/RFQ	Secretary/Add. Sec./S/DS	GOB	20.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
27	Repair of telecommunications Equipment CODE:3258126	List Enclosed	List Enclosed-26	DPM	Secretary/Add. Sec./S	GOB	00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
28	Land Development Tax CODE: 3821102	List Enclosed	List Enclosed-27	DPM	Secretary	GOB	3.00	Planned dates		Direct Purchase As per PPR-2008								
								Planned days										
								Actual										
29	Vehicle CODE: 4112101	List Enclosed	List Enclosed-28	OTM/DPM	Secretary	GOB	00.00	Planned dates									09 May 2022	
								Planned days										28
								Actual										
30	Computer and Computer related Accessories CODE:4112202	List Enclosed	List Enclosed-29	OTM (e-GP)	Secretary	GOB	175.00	Planned dates		Before 30 Aug 2022	13 Sep 2022	27 Sep 2022	04 Oct 2022	11 Oct 2022	07 Nov 2022		07 Nov 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										
31	Telecommunications Equipment CODE:4112204	List Enclosed	List Enclosed-30	OTM (e-GP)/ RFQ	Secretary/Add. Sec	GOB	14.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022	
								Planned days		0	14	14	7	7	28	70	28	
								Actual										

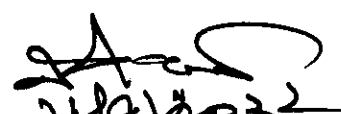
Pka No	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk (lakh)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Dpening	Tender Evaluation	Approval to Award	Notification Of Award	Signing of Contract	Total 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
32	Electrical Equipment CODE:4112303	List Enclosed	List Enclosed-31	OTM (e-GP)	Secretary	GOB	90.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022
								Planned days		0	14	14	7	7	28	70	28
								Actual									
33	Office Equipment CODE: 4112310	List Enclosed	List Enclosed-32	OTM (e-GP)	Secretary	GOB	20.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 2022
								Planned days		0	14	14	7	7	28	70	28
								Actual									
34	Furniture CODE: 4112314	List Enclosed	List Enclosed-33	OTM (e-GP)/RFQ/DPM	Secretary/Add. Sec/IS/DS	GOB	40.00	Planned dates		Before 30 Aug 2022	13 Sep 2022	27 Sep 2022	04 Oct 2022	11 Oct 2022	07 Nov 2022		07 Nov 2022
								Planned days		0	14	14	7	7	28	70	28
								Actual									
35	Computer Software CODE: 4112314	List Enclosed	List Enclosed-34	QCBS	Secretary	GOB	50.00	Planned dates		Before 30 Sep 2022	14 Oct 2022	28 Oct 2022	05 Nov 2022	12 Nov 2022	07 Dec 2022		07 Dec 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.

  
(Mohammad Ashfaul Hoque Chowdhury)  
Deputy Secretary (Administration-4)

  
(Md. Abul Hasanath Humayun Kabir)  
Additional Secretary (Administration Branch)

  
(Md. Nabirul Islam)  
Additional Secretary (Administration Wing)

  
Senior Secretary