

Annual Procurement Plan-2019-20

Appendix-c

Ministry/Division				Ministry of Public Administration(MoPA)						Project Cost(In Tk Lakh)							
Agency				(MoPA)						35078.15							
Procuring Entity Name and Code				(MoPA)						3-0701-0001							
Package 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	Reward Code: 3211101	As per requirement of time	List Enclosed-1	DPM	Secretary	GOB	5.00	Planned dates Planned days Actual		Direct Purchase by PPR-2008							
2	Cleaning Equipment Code:3211102	List Enclosed	List Enclosed-2	OTM (e-GP)	Secretary	GOB	5.00	Planned dates Planned days Actual		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
3	Refreshment CODE: 3211106	As per requirement of time	List Enclosed-3	DPM /OTM	Secretary	GOB	180.00	Planned dates Planned days Actual		Before 20 Nov 2019	03 Dec 2019	17, Dec 2019	24 Dec 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
										Direct Purchase from Bangladesh Porjoton Corporation/Officers Club and other Organization as per PPR-2008							
4	Gross pay Excluding employees CODE: 3211109	As per requirement of time	List Enclosed-4	---	Secretary	GOB	4.00	Planned dates Planned days Actual		As per PPR-2008							
5	Legal Costs CODE: 3211110	As per requirement of time	List Enclosed-5	DPM	Secretary	GOB	40.00	Planned dates Planned days Actual		As per PPR-2008							
6	Seminar Conference Spending CODE: 3211111	As per requirement of time	List Enclosed-6	DPM	Secretary	GOB	100.00	Planned dates Planned days Actual		As per PPR-2008							
7	Internet Bandwidth CODE: 3211117	List Enclosed	List Enclosed-7	DPM	Secretary	GOB	32.00	Planned dates 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	GOB	120.00	Planned dates Planned days Actual		As per PPR-2008							
10	Promotional Advertising CODE: 3211125	List Enclosed	List Enclosed-10	DPM	Secretary	GOB	90.00	Planned dates Planned days Actual		As per PPR-2008							
11	Books and Journals CODE: 3211127	List Enclosed	List Enclosed-11	OTM (e-GP)	Secretary	GOB	22.00	Planned dates Planned days Actual		Before 20 Nov 2019	03 Dec 2019	17, Dec 2019	24 Dec 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019

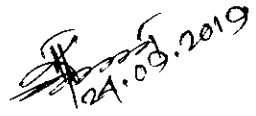



Package No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk.(lakh)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	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
12	Recruitment test CODE: 3211135	List Enclosed	List Enclosed-12	QCBS	Secretary	GOB	1000.00	Planned dates		Before 30 Oct 2019	13 Nov 2019	27, Nov 2019	01 DEC 2019	08 Jan 2020	21 Jan 2020		21 Jan 2020
								Planned days		0	14	14	7	7	28	70	28
								Actual									
13	Training CODE: 3211135	List Enclosed	List Enclosed-13	OTM (e-GP)	Secretary	GOB	6650.00	Planned dates		As per PPR-2008							
								Planned days									
								Actual									
14	Transport Fuel Petrol/CNG/ Diesel CODE: 3243101	List Enclosed	List Enclosed-14	OTM (e-GP)	Secretary	GOB	180.00	Planned dates		As per PPR-2008							
								Planned days									
								Actual									
15	Travel expenses CODE: 3243101	List Enclosed	List Enclosed-15	OTM (e-GP)	Secretary	GOB	120.00	Planned dates		As per PPR-2008							
								Planned days									
								Actual									
16	Computer Accessories CODE: 3255101	List Enclosed	List Enclosed-16	OTM (e-GP)	Secretary	GOB	74.00	Planned dates	Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
								Planned days	0	14	14	7	7	28	70	28	
								Actual									
17	Printing & Binding CODE: 3255102	List Enclosed	List Enclosed-17	OTM (e-GP)	Secretary	GDB	16.35	Planned dates	Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
								Planned days	0	14	14	7	7	28	70	28	
								Actual									
18	Stationery Goods CODE: 3255105	List Enclosed	List Enclosed-18	DTM (e-GP)	Secretary	GOB	40.00	Planned dates	Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
								Planned days	0	14	14	7	7	28	70	28	
								Actual									
19	Satellite- Miscellaneous CODE- 3255105	List Enclosed	List Enclosed-19	DPM	Secretary	GOB	3.66	Planned dates		As per PPR-2008							
								Planned days									
								Actual									
20	Miscellaneous Name Plate , Seal,Towel CODE: 3255105	List Enclosed	List Enclosed-20	OTM (e-GP)	Secretary	GOB	16.00	Planned dates	Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
								Planned days	0	14	14	7	7	28	70	28	
								Actual									
21	Cleaning- Miscellaneous CODE- 3255105	List Enclosed	List Enclosed-21	DPM	Secretary	GOB	4.00	Planned dates	Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
								Planned days	0	14	14	7	7	28	70	28	
								Actual									
22	Usable Goods & Miscellaneous CODE: 3256103	List Enclosed	List Enclosed-22	OTM (e-GP)	Secretary	GOB	50.00	Planned dates	Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019	
								Planned days	0	14	14	7	7	28	70	28	
								Actual									
23	Liveries CODE: 3256106	List Enclosed	List Enclosed-23	OTM (e-GP)	Secretary	GOB	12.00	Planned dates	Before 20 Nov 2019	03 Dec 2019	17, Dec 2019	24 Dec 2019	31 Dec 2019	28 Jan 2020		28 Jan,2020	
								Planned days	0	14	14	7	7	28	100	18	
								Actual									
24	Research Code: 3257103	List Enclosed	List Enclosed-24	DPM	Secretary	GOB	5.00	Planned dates		As per PPR-2008							
								Planned days									
								Actual									
25	Innovation Code:3257105	List Enclosed	List Enclosed-25	DPM	Secretary	GOB	20.00	Planned dates		As per PPR-2008							
								Planned days									
								Actual									

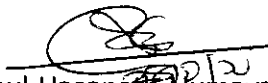
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
36	Honor/Reward Code:3257106	List Enclosed	List Enclosed-26	DPM	Secretary	GOB	30.12	Planned dates Planned days Actual		Direct Purchase as per PPR-2008							
27	Festival festivities CODE: 3257301	List Enclosed	List Enclosed-27	OTM (e-GP)	Secretary	GOB	320.00	Planned dates Planned days Actual		Before 01 March 2020 0	15 March 2020 14	29 Mar 2020 14	05 April 2020 7	12 April 2020 7	14 May 2020 28	70	28
28	Vehicle Repair CODE:3258101	List Enclosed	List Enclosed-28	DPM /OTM (e-GP)	Secretary	GOB	120.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
29	Furniture Repair CODE: 3258102	List Enclosed	List Enclosed-29	OTM (e-GP)	Secretary	GOB	10.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
30	Repair of computer CODE: 3258103	List Enclosed	List Enclosed-30	OTM (e-GP)	Secretary	GOB	10.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
31	Repair of Office Equipment CODE: 3258104	List Enclosed	List Enclosed-30	OTM (e-GP)	Secretary	GOB	4.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
32	Repair of Other Machinery & Equipment CODE: 3258105	List Enclosed	List Enclosed-31	OTM (e-GP)	Secretary	GOB	40.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
33	Repair of telecommunications Equipment CDDE:3258126	List Enclosed	List Enclosed-32	DPM	Secretary	GOB	3.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
34	Vehicle Maintenance Cost Code:3258140	List Enclosed	List Enclosed-34	DPM	Secretary	GOB	3000.00	Planned dates Planned days Actual		As per PPR-2008							
35	Welfare Grants Code:3721102	List Enclosed	List Enclosed-35	---	Secretary	GOB	22000.00	Planned dates Planned days Actual		As per PPR-2008							
36	Vehicle CODE: 4112101	List Enclosed	List Enclosed-36	DPM	Secretary	GOB	400.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
37	Computers & Accessory CODE:4112202	List Enclosed	List Enclosed-37	OTM (e-GP)	Secretary	GOB	503.50	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28
38	Telecommunications Equipment CODE:4112204	List Enclosed	List Enclosed-38	OTM (e-GP)	Secretary	GOB	10.00	Planned dates Planned days Actual		Before 20 Oct 2019 0	03 Nov 2019 14	17, Nov 2019 14	24 Nov 2019 7	01 Dec 2019 7	29 Dec 2019 28	70	28

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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
39	Electrical Equipment CODE:4112303	List Enclosed	List Enclosed-39	DTM (e-GP)	Secretary	GOB	80.00	Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
								Planned days		0	14	14	7	7	28	70	28
								Actual									
40	Electrical Equipment CODE:4112303	List Enclosed	List Enclosed-40	OTM (e-GP)	Secretary	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
								Planned days		0	14	14	7	7	28	70	28
								Actual									
41	Office Equipment CODE: 4112310	List Enclosed	List Enclosed-41	OTM (e-GP)	Secretary	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
								Planned days		0	14	14	7	7	28	70	28
								Actual									
42	Furniture CODE: 4112314	List Enclosed	List Enclosed-42	OTM (e-GP)	Secretary	GOB	150.00	Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
								Planned days		0	14	14	7	7	28	70	28
								Actual									
43	Computer Software CODE: 4112314	List Enclosed	List Enclosed-43	QC8S	Secretary	GOB	157.40	Planned dates		Before 20 Oct 2019	03 Nov 2019	17, Nov 2019	24 Nov 2019	01 Dec 2019	29 Dec 2019		29 Dec 2019
								Planned days		0	14	14	7	7	28	70	28
								Actual									

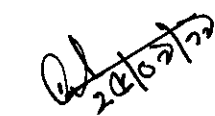
For sudden demand of office, procurement under appropriate method like Request For Quotation(RFQ), Direct Purchase etc under the Public Procurement Act, 2006 and PPR, 2008.


24.03.2019

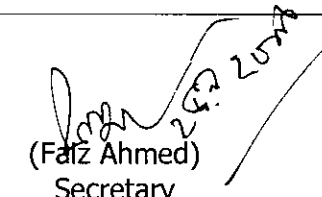
(Md. Kaisarul Islam)
Senior Assistant Secretary (Administration-4)



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


24/03/19

(Dulal Krishna Saha)
Additional Secretary (Administration Wing)


24.03.2019

(Faiz Ahmed)
Secretary