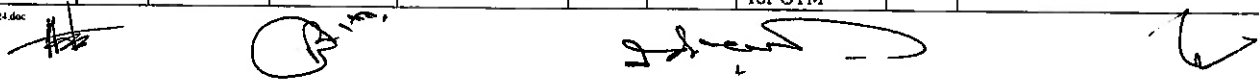


Revised Annual Procurement Plan-2023-24

Ministry/Division	Ministry of Public Administration (MoPA)		Projected Cost (In Tk Lakh)
Agency	(MoPA)		1698.00
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. (lac)	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 and Washing Items Code:3211102	NOS	List Enclosed-1	OTM (Framework) by E-Gp	Subject to the Authority delegated in the Delegation of Financial Power of this Ministry	GOB	6.00	Planned dates for OTM		Before 30 Jan 2024	13 Feb 2024	27 Feb 2024	06 Mar 2024	13 Mar 2024	20 Mar 2024		20 Mar 2024
								Planned days for OTM		0	14	14	7	7	28	70	28
								Actual dates for OTM									
2	Entertainment Expenses CODE: 3211106	NOS	List Enclosed-2	DPM /OTM/RFQ	-Do-	GOB	150.00	Planned dates for OTM		Direct Purchase from Bangladesh Porjoton Corporation/ Intercontinental/Officers Club and other Organization as per PPR-2008							
								Planned days for OTM									
								Actual dates for OTM									
3	Consolidated pay to the non-government employees CODE: 3211109	NOS	List Enclosed-3	DPM	-Do-	GOB	35.00	Planned dates for OTM		Direct Purchase As per PPR-2008							
								Planned days for OTM									
								Actual dates for OTM									
4	Internet Fax Telex CODE: 3211117	NOS	List Enclosed-4	DPM	-Do-	GOB	30.00	Planned dates for OTM		Direct Purchase As per PPR-2008							
								Planned days for OTM									
								Actual dates for OTM									
5	Postaage CODE: 3211119	NOS	List Enclosed-5	DPM	-Do-	GOB	4.00	Planned dates for OTM		Direct Purchase As per PPR-2008 From Directorate of Posts							
								Planned days for OTM									
								Actual dates for OTM									
6	Telephone /Mobile CODE: 3211120	NOS	List Enclosed-6	DPM	-Do-	GOB	25.00	Planned dates for OTM		Direct Purchase As per PPR-2008							
								Planned days for OTM									
								Actual dates for OTM									
7	Advertising Expenses CODE: 3211125	NOS	List Enclosed-7	DPM	-Do-	GOB	50.00	Planned dates for OTM		Direct Purchase As per PPR-2008							
								Planned days for OTM									
								Actual dates for OTM									




Pkag No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk. (lac)	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
8	Books and Periodicals CODE: 3211127	NOS	List Enclosed-8	DPM	-Do-	GOB	26.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Direct Purchase As per PPR-2008							
9	Petrol, Diesel Oil & Lubricants CODE: 3243101	NOS	List Enclosed-9	DPM	-Do-	GOB	144.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Direct Purchase From Meghna Petroleum Limited A subsidiary of Bangladesh Petroleum Corporation (BPC) As per PPR-2008							
10	Computer Consumables CODE: 3255101	NOS	List Enclosed-10	OTM (e-GP)	Subject to the Authority delegated in the Delegation of Financial Power of this Ministry	GOB	90.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Before 20 August 2023	04 Sep 2023	18 Sep 2023	25 Sep 2023	02 Oct 23	30 Oct 2023		30 Oct 2023
11	Printing & Binding CODE: 3255102	NOS	List Enclosed-11	DPM /OTM/RFQ	-Do-	GOB	5.00	Planned dates for OTM Planned days for OTM Actual dates for OTM Planned dates for RFQ Planned days for RFQ Actual dates for RFQ		Before 30 Dec 2023	13 January 2024	27 January 2024	03 Feb 2024	10 Feb 2024	09 March 2024		09 March 2024
12(a)	Other Stationery (Stationery Goods) CODE: 3255105	NOS	List Enclosed-12a	OTM (Framework) by E-GP	-Do-	GOB	57.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Before 30 August 2023	14 Sep 2023	28 Sep 2023	05 Oct 2023	12 Oct 2023	10 Nov 23		10 Nov 23
12(b)	Other Stationery (Seal, Name Plate,	NOS	List Enclosed-	OTM (Framework)	-Do-	GOB	12.00	Planned dates for OTM		Before 30 Dec 2023	13 January 2024	27 January 2024	03 Feb 2024	10 Feb 2024	09 March 2024		09 March 2024

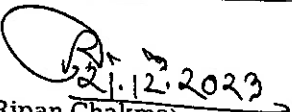
Pkg No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk. (lac)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification Of Award	Signing of Contract	Total 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
	Location Board, Honor Board) CODE: 3255105		12b	k) by E-Gp				Planned days for OTM		0	14	14	7	7	28	70	28
12(c)	Other Stationery (Satellites) CODE: 3255105	NOS	List Enclosed-12c	RFQ	-Do-	GOB	2.40	Planned dates for OTM		Direct Purchase As per PPR-2008 & RFQ							
12(d)	Other Stationery (Flower) CODE: 3255105	NOS	List Enclosed-12d	OTM (Framework k) by E-Gp)	-Do-	GOB	6.00	Planned dates for OTM		Direct Purchase As per PPR-2008							
12(e)	Other Stationery (Laundry & Rodent Control & Miscellaneous) CODE: 3255105	NOS	List Enclosed-12e	DPM	-Do-	GOB	7.60	Planned dates for OTM		Direct Purchase As per PPR-2008 & RFQ (Article 69)							
13	Consumable Goods CODE: 3256103	NOS	List Enclosed-13	OTM (Framework k) by E-Gp)	-Do-	GOB	60.00	Planned dates for OTM		Before 30 August 2023	14 Sep 2023	28 Sep 2023	05 Oct 2023	12 Oct 2023	10 Nov 2023		10 Nov 2023
								Planned days for OTM		0	14	14	7	7	28	70	28
14	Uniforms Clothing and Accessories CODE: 3256106	NOS	List Enclosed-14	OTM (e-GP)	Subject to the Authority delegated in the Delegation of Financial Power of this Ministry	GOB	12.00	Planned dates for OTM		Before 30 Dec 2023	14 Jan 2024	28 Jan 2024	04 Feb 2024	11 Feb 2024	11 Mar 2024		11 Mar 2024
								Planned days for OTM		0	14	14	7	7	28	70	28
15	Ceremonies /festivities CODE: 3257301	NOS	List Enclosed-15	OTM/DPM /RFQ	-Do-	GOB	300.00	Planned dates for OTM		Before 30 May 2023	14 June 2023	28 June 2023	05 July 2023	12 July 2023	08 August 2023		08 August 2023
								Planned days for OTM		0	14	14	7	7	28	70	28
16	Motor Vehicle CODE:3258101	NOS	List Enclosed-16	RFQ	-Do-	GOB	30.00	Planned dates for OTM		Before 30 Jan 2024	13 Feb 2024	28 Feb 2024	07 Mar 2024	14 Mar 2024	11 Apr 2024		11 Apr 2024
								Planned days for OTM		0	14	14	7	7	28	70	28
17	Furniture CODE: 3258102	NOS	List Enclosed-17	RFQ/DPM	-Do-	GOB	3.00	Planned dates for RFQ		Before 30 Jan 2024	13 Feb 2024	28 Feb 2024	07 Mar 2024	14 Mar 2024	11 Apr 2024		11 Apr 2024
								Planned days for RFQ		0	14	14	7	7	28	70	28

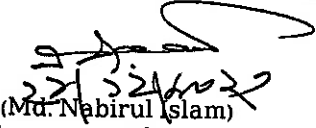
Pkag No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk. (lac)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification Of Award	Signing of Contract	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
18	Computer CODE: 3258103	NOS	List Enclosed-18	OTM (Framework) by E-Gp	.Do-	GOB	10.00	Actual dates for RFQ Planned dates for OTM Planned days for OTM Actual dates for OTM		Before 30 Jan 2024 0	13 Feb 2024 14	28 Feb 2024 14	07 Mar 2024 7	14 Mar 2024 7	11 Apr 2024 28	70	11 Apr 2024 28
19	Office Equipment CODE: 3258104	NOS	List Enclosed-19	OTM (Framework) by E-Gp	Do	GOB	3.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Before 30 Dec 2023 0	13 January 2024 14	27 January 2024 14	03 Feb 2024 7	10 Feb 2024 7	09 March 2024 28	70	09 March 2024 28
20	Other Machineries & Equipment CODE: 3258105	NOS	List Enclosed-20	OTM (Framework) by E-Gp	Do	GOB	20.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Before 30 July 2023 0	14 August 2023 14	28 August 2023 14	04 Sep 2023 7	11 September 23 7	08 October 2023 28	70	08 October 2023 28
21	Telecommunications Equipment CODE:3258126	NOS	List Enclosed-21	DPM	Planned dates for OTM Planned days for OTM Actual dates for OTM	GOB	8.00	Planned dates for OTM Planned days for OTM Actual dates for OTM	Direct Purchase As per PPR-2008								
22	Computer and Accessories CODE:4112202	NOS	List Enclosed-22	OTM (e-GP)		GOB	200.00	Planned dates for OTM Planned days for OTM Actual dates for OTM		Before 20 Nov 2023 0	04 Dec 2023 14	14 Dec 2023 14	21 Dec 2023 7	28 Dec 2023 7	25 January 2024 28	70	25 January 2024 28
23	Telecommunications Equipments CODE:4112204	NOS	List Enclosed-23	OTM (e-GP)		GOB	14.00	Planned dates for OTM Planned days for OTM Actual dates for OTM	Before 30 Dec 2023 0	13 January 2024 14	27 January 2024 14	03 Feb 2024 7	10 Feb 2024 7	09 March 2024 28	70	09 March 2024 28	

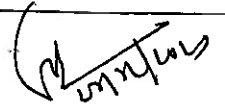
Pkag No.	Description of procurement GOODS	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Tk. (lac)	Time Code for Process	Not Used in GOODS	Advertise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification Of Award	Signing of Contract	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							
24	Electrical Equipment CODE:4112303	NOS	List Enclosed-24	OTM (e-GP)	Subject to the Authority delegated in the Delegation of Financial Power of this Ministry	GOB	230.00	Planned dates for OTM		Before 30 Sep 2023	14 Oct 2023	28 Oct 2023	05 Nov 2023	12 Nov 23	10 Dec 2023		18							
								Planned days for OTM		0	14	14	7	7	28	70	28							
								Actual dates for OTM																
								Planned dates for OTM		Before 30 Sep 2023	14 Oct 2023	28 Oct 2023	05 Nov 2023	12 Nov 23	10 Dec 2023								10 Dec 2023	
								Planned days for OTM		0	14	14	7	7	28	70	28							
								Actual dates for OTM																
								Planned dates for OTM		Before 30 Dec 2023	14 Jan 2024	28 Jan 2024	05 Feb 2024	12 Feb 2024	12 Mar 2024									12 Mar 2024
								Planned days for OTM		0	14	14	7	7	28	70	28							
								Actual dates for OTM																
25	Office Equipment CODE: 4112310	NOS	List Enclosed-25	OTM (e-GP)	-Do-	GOB	22.00	Planned dates for OTM		Before 30 Dec 2023	13 January 2024	27 January 2024	03 Feb 2024	10 Feb 2024	09 March 2024		09 March 2024							
								Planned days for OTM		0	14	14	7	7	28	70	28							
								Actual dates for OTM																
26	Furniture CODE: 4112314	NOS	List Enclosed-26	OTM (e-GP)	-Do-	GOB	96.00	Planned dates for OTM		Before 10 Oct 2023	24 Oct 2023	08 Nov 2023	15 Nov 2023	22 Nov 2023	20 Dec 2023		20 Dec 2023							
								Planned days for OTM		0	14	14	7	7	28	70	28							
								Actual dates for OTM																
27	Computer Software CODE: 4112314	NOS	List Enclosed-27	QCBS/OTM/ DPM Method	-Do-	GOB	50.00	Planned dates for OTM		Before 30 Aug 2023	13 Sep 2023	27 Sep 2023	04 Oct 2023	11 Oct 2023	07 Nov 2023		09 May 2023							
								Planned days for OTM		0	14	14	7	7	28	70	28							
								Actual dates for OTM																

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 may be applied with prior approval of HOPE.


(Dr. Md. Faridur Rahman)
Deputy Secretary (Administration-4 Section)


(Ripan Chakma)
Joint Secretary (Administration Branch)


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


(Mohammed Mezbah Uddin Chowdhury)
Senior Secretary