

ANNUAL PROCUREMENT PLAN (2023-2024)

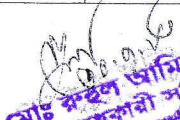
(Goods)

Ministry/Division: Finance Division

Agency: Finance Division

Procuring Entity Name & Code: Assistant Secretary, Administration-6

Pack No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Lac Tk.	Time Code for Process	Not Used in GOODS	Invite/ 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	Stationery (Code: 3256103 & Code: 3255105)	NoS	List-1 Enclosed	OTM Or RFQ	HOPE Or As per deligation	GOB	(65+25)=90	Planned dates		21 Aug, 23	10 Sep' 23	20 Sep' 23	27 Sep' 23	02 Oct' 23	30 Oct' 23	-	01 year
								Planned days		-	21 days	10 days	07 days	05 days	28 days	71 days	
								Actual dates		-	-	-	-	-	-	-	
2	Computer Printer Toner & others Accessories Code: 3255101	NoS	List-2 Enclosed	OTM Or RFQ	HOPE Or As per deligation	GOB	90	Planned dates		21 Aug, 23	10 Sep' 23	20 Sep' 23	27 Sep' 23	02 Oct' 23	30 Oct' 23	-	01 year
								Planned days		-	21 days	10 days	07 days	05 days	28 days	71 days	
								Actual dates		-	-	-	-	-	-	-	
3	Computer & Accessories (Laptop, Desktop Printer, Scanner, UPS, Multimedia Projector & others equipment) Code: 3258103	NoS	List-3 Enclosed	OTM Or RFQ	HOPE Or As per deligation	GOB	200	Planned dates		07 Nov, 23	28 Nov, 23	12 Dec, 23	20 Dec, 23	31 Dec, 23	28 Jan, 24	-	01 year
								Planned days		-	21 days	12 days	08 days	11 days	28 days	80 days	
								Actual dates		-	-	-	-	-	-	-	
4	Network Switch & Others accessories (New building) Code: 3258103	NoS	List-3 Enclosed	DPM Or RFQ	HOPE Or As per deligation	GOB	100	Planned dates		03 Dec, 23	24 Dec, 23	03 Jan, 24	11 Jan, 24	19 Jan, 24	15 Feb, 24	-	01 year
								Planned days		-	21 days	10 days	07 days	08 days	28 days	74 days	
								Actual dates		-	-	-	-	-	-	-	
5	Vehicle (Microbus & Car) Code: 4112101	NoS	List-4 Enclosed	OTM	HOPE Or As per deligation	GOB	250	Planned dates		01 Jan, 24	22 Jan, 24	31 Jan, 24	07 Feb, 24	14 Feb, 24	12 Mar, 24	-	01 year
								Planned days		-	21 days	10 days	07 days	08 days	28 days	74 days	
								Actual dates		-	-	-	-	-	-	-	
6	Furniture Code: 4112314	NoS	List-5 Enclosed	RFQ	HOPE Or As per deligation	GOB	80	Planned dates		06 Aug, 23	16 Aug, 23	16 Aug, 23	22 Aug, 23	25 Aug, 23	-	01 year	
								Planned days		-	10 days	00 days	06 days	03 days	-		19 days
								Actual dates		-	-	-	-	-	-		-
7	LED TV Code: 4112310	NoS	List-6 Enclosed	RFQ	HOPE Or As per deligation	GOB	5	Planned dates		31 July, 23	09 Sep' 23	09 Sep' 23	14 Sep' 23	18 Sep' 23	-	01 year	
								Planned days		-	10 days	00 days	05 days	04 days	-		19 days
								Actual dates		-	-	-	-	-	-		-
8	Microwave Oven Code: 4112310	NoS	List-6 Enclosed	RFQ	HOPE Or As per deligation	GOB	4.5	Planned dates		01 Oct, 23	10 Oct, 23	10 Oct, 23	16 Oct, 23	22 Oct, 23	-	01 year	
								Planned days		-	10 days	00 days	06 days	06 days	-		21 days
								Actual dates		-	-	-	-	-	-		-
9	Fridge Code: 4112310	NoS	List-6 Enclosed	RFQ	HOPE Or As per deligation	GOB	4	Planned dates		31 July, 23	09 Aug' 23	09 Aug' 23	14 Aug' 23	18 Aug' 23	-	01 year	
								Planned days		-	10 days	00 days	05 days	03 days	-		18 days
								Actual dates		-	-	-	-	-	-		-
10	Croceries Code: 3256103	NoS	List-7 Enclosed	RFQ	HOPE Or As per deligation	GOB	6	Planned dates		07 Sep, 23	17 Sep' 23	17 Sep' 23	24 Sep' 23	27 Sep' 23	-	01 year	
								Planned days		-	10 days	00 days	07 days	03 days	-		20 days
								Actual dates		-	-	-	-	-	-		-
11	Telecommunication Equipment (Telephone, Intercom, PA Set & Mobile Set) Code: 4112310	NoS	List-8 Enclosed	RFQ	HOPE Or As per deligation	GOB	8	Planned dates		27 Aug, 23	05 Sep' 23	05 Sep' 23	10 Sep' 23	14 Sep' 23	-	01 year	
								Planned days		-	10 days	00 days	05 days	04 days	-		19 days
								Actual dates		-	-	-	-	-	-		-
12	Books (Various Item) (Code: 3256103)	NoS	As per requirement	Direct Purchase	HOPE Or As per deligation	GOB	3	Planned dates		-	-	-	-	-	-	-	-
								Planned days		-	-	-	-	-	-	-	
								Actual dates		-	-	-	-	-	-	-	


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