

Annual Procurement Plan (FY 2023-24)
Office of the Chief Conservator of Forests
ACCF, Finance, Budget & General Direction Unit
Ban Bhaban, Agargaon, Dhaka-1207

1 Ministry/Division Ministry of Environment, Forest & Climate Change
2 Agency: Bangladesh Forest Department
3 Procuring Entity Assistant Chief Conservator of Forests,
Finance, Budget & General Direction Unit
4. Code 1450201124497

Package No.	Description of procurement package	Economic code	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sources of Funds	Estd. Cost in TK	Time Code for Progress	Not Used in Goods	Invite/Advertise Tender/ Quotation	Tender/ Quotation Opening	Tender/ Quotation 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
GOODS	GOODS																	
ACCFG/2023-24/GR-1	Designing, printing and supply of objective type (MCQ) question papers, answer sheets (OMR) and the related services of examining the answer sheets (OMR) by OMR scanning machine for the manpower recruitment of the post of Office Assistant-cum-Computer Typists under Forest Department	3211135	Lot	1	OTM	CCF	Revenue Budget	3,000,000.00	Planned Dates	-	12-Jul-23	27-Jul-23	30-Jul-23	31-Jul-23	1-Aug-23	3-Aug-23		10-Aug-23
									Planned Days			15	3	1	1	2	22	7
									Actual Days									
ACCFG/2023-24/GR-2	Supply of food items for entertainment in the event of managing the closing ceremony of National Tree Fair 2023 held on 23 July 2023	3257301	Lot	1	RFQ	CCF	Revenue Budget	170,000.00	Planned Dates		10-Jul-23	17-Jul-23	17-Jul-23	18-Jul-23	19-Jul-23	19-Jul-23		23-Jul-23
									Planned Days			7	2	1	1	3	14	7
									Actual Days									
ACCFG/2023-24/GR-3	Supply of food items for entertainment and other required goods for managing the event of 74th birth anniversary celebration of the brave freedom fighter martyred Captain Sheikh Kamal on 5 August 2023	3257301	Lot	1	RFQ	CCF	Revenue Budget	290,000.00	Planned Dates		20-Jul-23	27-Jul-23	30-Jul-23	31-Jul-23	1-Aug-23	2-Aug-23		5-Aug-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									
ACCF(G)/2023-24/GR-4	Supply of Cleaning & Sanitation Materials for different units of Office of the Chief Conservator of Forests, Forest Department, Ban Bhaban, Agargaon, Dhaka	3211102	Lot	1	OTM	CCF	Revenue Budget	280,000.00	Planned Dates		16-Oct-23	30-Oct-23	5-Nov-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	7	3	3	7	34	20
									Actual Days									
ACCF(G)/2023-24/GR-5	Supply of food items for the entertainment of participants in different events/meetings of the Office of the Chief Conservator of Forests, Forest Department, Ban Bhaban, Agargaon, Dhaka	3211106	Lot	1	OTM (Framework)	CCF	Revenue Budget	730,000.00	Planned Dates		4-Oct-23	22-Oct-23	28-Oct-23	29-Oct-23	29-Oct-23	10-Oct-23	14	14-Jun-23
									Planned Days			14	7	3	3	7	34	270
									Actual Days									
ACCF(G)/2023-24/GR-6	Supply of materials i.e pad, pen, etc to Conduct Seminar and Workshops	3211111	Lot	1	OTM (Framework)	CCF	Revenue Budget	200,000.00	Planned Dates		16-Oct-23	30-Oct-23	5-Nov-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			15	3	3	1	2	24	300
									Actual Days									
ACCF(G)/2023-24/GR-7	Supply of food items i.e breakfast, lunch, snacks, drinking water bottle for the Participants of different Seminar and Workshops	3211111	Lot	1	OTM (Framework)	CCF	Revenue Budget	200,000.00	Planned Dates		16-Oct-23	30-Oct-23	5-Nov-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			15	3	3	1	2	24	300
									Actual Days									

Package No.	Description of procurement package	Economic code	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sources of Funds	Estd. Cost in TK	Time Code for Progress	Not Used in Goods	Invite/Advertise Tender/ Quotation	Tender/ Quotation Opening	Tender/ Quotation 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
ACCF(G)/2023-24/GR-8	Supply of food items i.e breakfast, lunch, snacks & dinner for the purpose of conducting Recruitment Examination and Departmental Promotion Committee meetings of the office of the Chief Conservator of Forests	3211135	Lot	1	OTM (Framework)	CCF	Revenue Budget	500,000.00	Planned Dates		4-Oct-23	22-Oct-23	28-Oct-23	29-Oct-23	29-Oct-23	10-Oct-23	14	14-Jun-23
									Planned Days			7	2	1	1	3	14	7
									Actual Days									
ACCF(G)/2023-24/GR-9	Supply of Training materials i.e pad, pen, etc and Food items i.e breakfast, lunch, snacks, drinking water bottle for the trainees of D-Nothi training programmes on the dated 20-21 September, 2023	3231101	Lot	1	RFQ	CCF	Revenue Budget	88,185.00	Planned Dates		10-Sep-23	17-Oct-23	17-Oct-23	18-Oct-23	18-Oct-23	18-Oct-23		20-Oct-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									
ACCF(G)/2023-24/GR-10	Supply of Training materials i.e pad, pen, etc and food items i.e breakfast, lunch, snacks, drinking water bottle for the trainees of different training programmes	3231101	Lot	1	OTM (Framework)	CCF	Revenue Budget	497,000.00	Planned Dates		4-Oct-23	22-Oct-23	28-Oct-23	29-Oct-23	29-Oct-23	10-Oct-23	14	14-Jun-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									
ACCF(G)/2023-24/GR-11	Supply of Safety and Security goods, equipments and materials of the Office of Chief Conservator of Forests	3253102	Lot	1	OTM	CCF	Revenue Budget	285,000.00	Planned Dates		16-Oct-23	30-Oct-23	5-Nov-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			17	7	4	3	7	38	45
									Actual Days									
ACCF(G)/2023-24/GR-12	Supply of Computer Consumables (Toner) and other materials	3255101	Lot	1	OTM (Framework)	CCF	Revenue Budget	960,000.00	Planned Dates		16-Oct-23	30-Oct-23	5-Nov-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			14	7	3	4	7	35	30
									Actual Days									
ACCF(G)/2023-24/GR-13	Printing and supply of Note Book, Register, Cash book etc	3255102	Lot	1	OTM	CCF	Revenue Budget	190,000.00	Planned Dates		17-Oct-23	22-Oct-23	22-Oct-23	25-Oct-23	26-Oct-23	26-Oct-23	14	30-Oct-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									
ACCF(G)/2023-24/GR-14	Supply of note books, file covers and file boards of printing & binding	3255102	Lot	1	OTM	CCF	Revenue Budget	190,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	7	3	4	7	35	30
									Actual Days									
ACCF(G)/2023-24/GR-15	Supply of Other stationary goods for official uses of different wings and units of the Office of Chief Conservator of Forests	3255105	Lot	1	OTM (Framework)	CCF	Revenue Budget	690,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			14	7	3	4	7	35	30
									Actual Days									
ACCF(G)/2023-24/GR-16	Supply of office utilities and accessories for different wings and units of the Office of Chief Conservator of Forests	3256103	Lot	1	OTM	CCF	Revenue Budget	740,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									
ACCF(G)/2023-24/GR-17	Supply of Uniforms for the staffs and drivers of the Office of Chief Conservator of Forests	3256106	Lot	1	OTM	CCF	Revenue Budget	800,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			17	7	4	3	7	38	45
									Actual Days									

Package No.	Description of procurement package	Economic code	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sources of Funds	Estd. Cost in TK	Time Code for Progress	Not Used in Goods	Invite/Advertise Tender/Quotation	Tender/Quotation Opening	Tender/Quotation 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
ACCF(G)/2023-24/GR-18	Supply of different materials and goods for National Tree Fair 2024	3257301	Lot	1	OTM (Framework)	CCF	Revenue Budget	500,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			7	2	1	1	3	14	7
									Actual Days									
ACCF(G)/2023-24/GR-19	Supply of different materials and goods to celebrate various international & national days	3257301	Lot	1	OTM (Framework)	CCF	Revenue Budget	375,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			7	2	1	1	3	14	7
									Actual Days									
ACCF(G)/2023-24/GR-20	Supply of Materials (Battery) for Repairing of Jeeps, Microbuses and Buses	3258101	Lot	1	OTM (Framework)	CCF	Revenue Budget	320,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			14	7	3	4	7	35	30
									Actual Days									
ACCF(G)/2023-24/GR-21	Supply of tyres for repairing of motor vehicles	3258101	Lot	1	OTM	CCF	Revenue Budget	1,250,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	7	3	4	7	35	30
									Actual Days									
ACCF(G)/2023-24/GR-22	Supply of materials and food items for entertainment of managing the event of celebration of Sheikh Rasel birth anniversary & National Children day on 18 October 2023	3257301	Lot	1	RFQ	CCF	Revenue Budget	225,000.00	Planned Dates		1-Oct-23	5-Oct-23	5-Oct-23	5-Oct-23	8-Oct-23	9-Oct-23		18-Oct-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									
ACCF(G)/2023-24/GR-23	Supply of Photocopy Toner for different wings and units of the Office of Chief Conservator of Forests	3258104	Lot	1	OTM (Framework)	CCF	Revenue Budget	360,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	14-Jun-23
									Planned Days			14	5	5	7	7	38	15
									Actual Days									
ACCF(G)/2023-24/GR-24	Supply and installation of parts for repairing of photocopy machines using in different wings and units of the Office of Chief Conservator of Forests	3258105	Lot	1	OTM	CCF	Revenue Budget	460,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	5	5	7	7	38	15
									Actual Days									
ACCF(G)/2023-24/GR-25	Supply and Installations of Computer & Accessories (Desktop with Monitor-3, Laptop-3, Printer-3, Scanner-3)	4112202	Lot	1	OTM	CCF	Revenue Budget	600,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	7	3	3	7	34	15
									Actual Days									
ACCF(G)/2023-24/GR-26	Supply of Electrical Equipment and accessories i.e internal road light set, security light set, garden light set, tubelight, led bulb, search light, socket, board, panel, switch, multiplug, fan, etc for different units of the Office of Chief Conservator of Forests and Office Campus	4112303	Lot	1	OTM	CCF	Revenue Budget	400,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	7	3	3	7	34	15
									Actual Days									
ACCF(G)/2023-24/GR-27	Supply of Fire Extinguisher Accessories (ABCE Dry Powder & Carbon-Di-Oxide)	4112305	Lot	1	RFQ	CCF	Revenue Budget	50,000.00	Planned Dates		12-Dec-23	19-Dec-23	19-Dec-23	20-Dec-23	20-Dec-23	21-Dec-23	14	28-Dec-23
									Planned Days			14	7	3	3	14	41	25
									Actual Days									

Package No.	Description of procurement package	Economic code	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sources of Funds	Estd. Cost in TK	Time Code for Progress	Not Used in Goods	Invite/Advertise Tender/Quotation	Tender/Quotation Opening	Tender/Quotation 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
ACCF(G)/2023-24/GR-28	Supply of Wall Mounted RO Water Purifier with UV Water purifier Machine for official use of the Office of Chief Conservator of Forests	4111309	Lot	1	RFQ	CCF	Revenue Budget	50,000.00	Planned Dates		17-Oct-23	25-Oct-23	25-Oct-23	26-Oct-23	26-Oct-23	29-Oct-23	14	6-Nov-23
									Planned Days			7	5	5	3	7	27	30
									Actual Days									
ACCF(G)/2023-24/GR-29	Supply of various office equipment for different units of the Office of the Chief Conservator of Forests	4112310	Lot	1	OTM	CCF	Revenue Budget	600,000.00	Planned Dates		2-Nov-23	20-Nov-23	18-Oct-23	26-Nov-23	26-Nov-23	27-Nov-23	14	12-Dec-23
									Planned Days			14	7	3	3	7	34	15
									Actual Days									
ACCF(G)/2023-24/GR-30	Supply of official furniture for different units of the Office of Chief Conservator of Forests	4112314	Lot	1	OTM	CCF	Revenue Budget	310,000.00	Planned Dates		2-Nov-23	20-Nov-23	18-Oct-23	26-Nov-23	26-Nov-23	27-Nov-23	14	12-Dec-23
									Planned Days			14	7	3	2	7	33	15
									Actual Days									
ACCF(G)/2023-24/GR-33	Supply of food items for breakfast, lunch, dinner and snacks for conducting MCQ test of the recruitment of the post of Office Assistant cum Computer Typist on 11 August 2023	3211135	Lot	1	RFQ	CCF	Revenue Budget	190,000.00	Planned Dates		23-Jul-23	30-Jul-23	1-Aug-23	2-Aug-23	3-Aug-23	6-Aug-23		11-Aug-23
									Planned Days			7	2	1	1	3	14	5
									Actual Days									
ACCF(G)/2023-24/GR-34-1	Supply of food items and other materials for the management of the event of National Mourning Day 2023 on 15 August 2023	3257301	Lot	1	RFQ	CCF	Revenue Budget	125,000.00	Planned Dates		1-Aug-23	8-Aug-23	9-Aug-23	10-Aug-23	13-Aug-23	14-Aug-23		15-Aug-23
									Planned Days			7	1	1	3	1	13	1
									Actual Days									
ACCF(G)/2023-24/GR-35-1	Supply of food items for breakfast, lunch, dinner and snacks for conducting written test and evaluation of the recruitment of the posts of Office Assistant cum Computer Typist on 01-02 September 2023	3211135	Lot	1	RFQ	CCF	Revenue Budget	300,000.00	Planned Dates		17-Aug-23	24-Aug-23	27-Aug-23	28-Aug-23	29-Aug-23	30-Aug-23		2-Sep-23
									Planned Days			7	3	1	1	1	13	3
									Actual Days									

[Signature]

[Signature]

[Signature]

[Signature]

অনুমোদিত

২০/৭/২০২৩

মো: আমীর হোসাইন চৌধুরী

প্রধান বন সংরক্ষক

বন অধিদপ্তর, বাংলাদেশ

[Signature]

Package No.	Description of procurement package	Economic code	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sources of Funds	Estd. Cost in TK	Time Code for Progress	Not Used in Goods	Invite/Advertise Tender/ Quotation	Tender/ Quotation Opening	Tender/ Quotation 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
WORKS																		
ACCF(G)/2023-24/WR-01	Repair & Maintenance of the motor vehicles i.e Jeep, Car, Bus, Microbus, Pic-up etc. and Servicing works at regular interval	3258101	Lot	1	OTM	CCF	Revenue Budget	1,750,000.00	Planned Dates		2-Nov-23	20-Nov-23	18-Oct-23	26-Nov-23	26-Nov-23	27-Nov-23	14	12-Dec-23
									Planned Days			14	7	4	3	7	35	250
									Actual Days									
ACCF(G)/2023-24/WR-02	Repair of Furniture using in different wings and units of the Office of Chief Conservator of Forests	3258102	Lot	1	RFQ	CCF	Revenue Budget	250,000.00	Planned Dates		30-Oct-23	7-Nov-23	8-Nov-23	9-Nov-23	12-Nov-23	13-Nov-23	14	26-Nov-23
									Planned Days			7	7	3	4	7	28	30
									Actual Days									
ACCF(G)/2023-24/WR-03	Repair works of complete body structure of Forest Department Official Staff Bus No. Dhaka Metro Jha 11-0085	3258101	Lot	2	OTM	CCF	Revenue Budget	780,000.00	Planned Dates		2-Nov-23	20-Nov-23	18-Oct-23	26-Nov-23	26-Nov-23	27-Nov-23	14	12-Dec-23
									Planned Days			17	7	5	3	7	39	45
									Actual Days									
ACCF(G)/2023-24/WR-04	Repair and Maintenance of other equipments and appliances using in different wings and units of the Office of Chief Conservator of Forests	3258105	Lot	1	RFQ	CCF	Revenue Budget	460,000.00	Planned Dates		30-Oct-23	7-Nov-23	8-Nov-23	9-Nov-23	12-Nov-23	13-Nov-23	14	26-Nov-23
									Planned Days			7	4	3	3	7	24	30
									Actual Days									
ACCF(G)/2023-24/WR-05	Repair and Renovation of the Office Building of the CCF Office (Ban Bhaban)	3258107	Lot	1	OTM	CCF	Revenue Budget	500,000.00	Planned Dates		30-Oct-23	16/7/2023	16/7/2023	9-Nov-23	12-Nov-23	13-Nov-23	14	26-Nov-23
									Planned Days			7	5	5	3	7	27	30
									Actual Days									
ACCF(G)/2023-24/WR-06	Repair & renovation of drainage system and walk way of Ban Bhaban, Agargaon (CCF Office)	3258108	Lot	1	RFQ	CCF	Revenue Budget	400,000.00	Planned Dates		30-Oct-23	7-Nov-23	8-Nov-23	9-Nov-23	12-Nov-23	13-Nov-23	14	26-Nov-23
									Planned Days			14	7	5	5	7	38	30
									Actual Days									
ACCF(G)/2023-24/WR-07	Repair and maintenance of electrical substation/Power house and generator with supplying of necessary parts	3258119	Lot	1	RFQ	CCF	Revenue Budget	300,000.00	Planned Dates		30-Oct-23	7-Nov-23	8-Nov-23	9-Nov-23	12-Nov-23	13-Nov-23	14	26-Nov-23
									Planned Days			14	7	5	3	7	36	20
									Actual Days									
ACCF(G)/2023-24/WR-08	Small capital works	4111315	Lot	1	RFQ	CCF	Revenue Budget	500,000.00	Planned Dates		30-Oct-23	7-Nov-23	8-Nov-23	9-Nov-23	12-Nov-23	13-Nov-23	14	26-Nov-23
									Planned Days			14	7	4	3	7	35	20
									Actual Days									
ACCF(G)/2023-24/GR-9	Repairing and Maintenance Works of Computers/Printers etc at different wings and units of the Office of Chief Conservator of Forests	3258103	Lot	1	RFQ	CCF	Revenue Budget	400,000.00	Planned Dates		22-Oct-23	5-Nov-23	22-Oct-23	12-Nov-23	12-Nov-23	13-Nov-23	14	20-Nov-23
									Planned Days			14	6	4	3	7	34	30
									Actual Days									

অনুমোদিত
২০/১১/২০২৩

মো: আমীর হোসাইন চৌধুরী
প্রধান বন সংরক্ষক
বন অধিদপ্তর, বাংলাদেশ

Package No.	Description of procurement package	Economic code	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Sources of Funds	Estd. Cost in TK	Time Code for Progress	Not Used in Goods	Invite/Advertise Tender/Quotation	Tender/Quotation Opening	Tender/Quotation 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

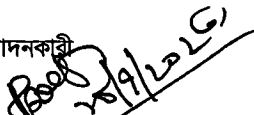
SERVICE

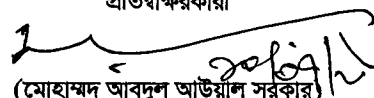
CONSULTING SERVICE:

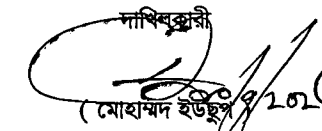
ACCF(G)/2023-24/SR-01	Selection of Individual Consultant as Panel Lawyer	3211110	Lot	1	Single Source	CCF	Revenue Budget	450,000 00	Planned Dates		2-Oct-23	17-Oct-23	23-Oct-23	23-Oct-23	26-Oct-23	2-Nov-23		22-Nov-23
									Planned Days			15	3	3	1	2	24	330
									Actual Days									
ACCF(G)/2023-24/SR-02	Preparation of Personnel Management Information System Software by Selection of consulting firm	3257105	Lot	1	QCBS	CCF	Revenue Budget	1,000,000 00	Planned Dates		28-Oct-23	12-Oct-23	19-Oct-23	26-Oct-23	26-Oct-23	29-Oct-23	14	14-Dec-23
									Planned Days			14	7	7	7	7	42	45
									Actual Days									

NON-CONSULTING SERVICE:

ACCF(G)/2023-24/NSR-01	Provide microbus service on rental basis for the transport of Forest Department Officers and Staffs	3211107	Lot	1	OTM	CCF	Revenue Budget	1,050,000 00	Planned Dates		10-Sep-23	26-Sep-23	26-Sep-23	27-Sep-23	27-Sep-23	27-Sep-23		25-Jun-24
									Planned Days			15	3	3	1	2	24	300
									Actual Days									

অনুমোদনকারী

 (মোঃ আমীর হোসাইন চৌধুরী)
 প্রধান বন সংরক্ষক
 বন ভবন, আগারগাঁও, ঢাকা

প্রতিষ্ঠানকারী

 (মোহাম্মদ আবদুল আউয়াল সরকার)
 বন সংরক্ষক
 প্রশাসন ও অর্থ
 বন ভবন, আগারগাঁও, ঢাকা

সাধিকারী

 (মোহাম্মদ ইউছুপ)
 সহকারী প্রধান বন সংরক্ষক
 অর্থ বাজেট ও সাধারণ নির্দেশনা ইউনিট
 বন ভবন, আগারগাঁও, ঢাকা