

## Annual Procurement Plan (APP) 2024-2025

Ministry/Division: Ministry of Industries  
 Agency: Bangladesh Industrial Technical Assistance Centre (BITAC)  
 Procuring Entity Name & Code: BITAC, Bogura  
 Revenue Budget.

Econ. Code	Package No.	Description of Procurement Package Goods	Unit	Quantity	Procurement method & type	Contact Approving Authority	Source of Fund	Est. Cost in Lac Tk.	Indicative Days			
									Time code for Process	Invitation for Tender	Signing of Contract	Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12	13
3255104	GR 01	Stationary Goods (Soap, Computer Cartage, Photocopy Paper, Offset Paper)	No/Set	450	LTM	Director General	GOB	1.50	Planned days Actual days	05 July'24	25 Jul'24	05 Aug'24
3256105	GR 02	Raw Materials & Spare Parts	Kg/Nos	1000	LTM	Director General	GOB	5.00	Planned days Actual days	12 July'24	22 Aug'24	10 Sep'24
3256105	GR 03	Raw Materials & Spare Parts	Kg/Nos	1200	LTM	Director General	GOB	10.00	Planned days Actual days	19 July'24	30 Aug'24	27 Sep'24
4112303	GR 04	Electrical Equipment	Nos/set	150	LTM	Director General	GOB	2.00	Planned days Actual days	20 July'24	30 Aug'24	28 Sep'24
3256105	GR 05	Raw Materials & Spare Parts	Kg/Pcs	460	e-GP	Director General	GOB	15.00	Planned days Actual days	07 Aug'24	28 Sep'24	28 Oct'24
3243102	GR 06	Gas & Fuel (Canteen & Industry)	Ltr/m <sup>3</sup>	100	LTM	Director General	GOB	2.40	Planned days Actual days	10 Aug'24	28 Sep'24	28 Oct'24
3256105	GR 07	Raw Materials & Spare Parts	Kg/Pcs	320	LTM	Director General	GOB	8.00	Planned days Actual days	12 Sep'24	28 Oct'24	26 Dec'24
4112314	GR 08	Furniture	Set/Nos	30	LTM	Additional Director	GOB	1.00	Planned days Actual days	15 Sep'24	30 Oct'24	31 Dec'24
3256105	GR 09	Raw Materials & Spare Parts	Kg/Pcs	190	e-GP	Director General	GOB	10.00	Planned days Actual days	21 Nov'24	30 Dec'24	25 Jan'25
3231301	GR 10	Training Expense	Nos/Pcs	360	LTM	Director General	GOB	25.00	Planned days Actual days	15 Nov'24	31 Dec'24	26 Jan'25
3256105	GR 11	Raw Materials & Spare Parts	Set/Nos	200	RFQ	Director General	GOB	2.50	Planned days Actual days	25 Nov'24	05 Jan'25	26 Jan'25
3256105	GR 12	Raw Materials (MS/SS Shaft/ Sheet/Pipe)	Pcs/Kg	700	OTM	Director General	GOB	10.50	Planned days Actual days	30 Nov'24	25 Jan'25	26 Feb'25
3258103	GR 13	Computer & Office Equipment (Repair & Maintenance)	Nos	25	LTM	Additional Director	GOB	1.00	Planned days Actual days	11 Jan'25	23 Feb'25	10 Mar'25

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3256105	GR 14	Raw Materials & Spare Parts	Kg/Nos	650	LTM	Director General	GOB	5.00	Planned days Actual days	12 Jan'25	24 Feb'25	15 Mar'25
3256105	GR 15	Raw Materials & Spare Parts	Kg/Pcs	550	RFQ	Director General	GOB	2.50	Planned days Actual days	15 Jan'25	25 Feb'25	27 Mar'25
4112310	GR 16	Office Equipment	Nos	250	LTM	Additional Director	GOB	1.00	Planned days Actual days	18 Jan'25	28 Feb'25	31 Mar'25
3256105	GR 17	Raw Materials & Spare Parts	Kg/Pcs	350	LTM	Director General	GOB	3.00	Planned days Actual days	24 Jan'25	28 Feb'25	31 Mar'25
3256105	GR 18	Raw Materials & Spare Parts	Kg/Pcs	220	RFQ	Additional Director	GOB	1.00	Planned days Actual days	31 Jan'25	28 Feb'25	31 Mar'25
3258108	GR 19	Building & Structures (Repair & Maintenance)	Nos/Feet	7000	LTM	Director General	GOB	5.00	Planned days Actual days	10 Jan'25	28 Feb'25	15 May'25
3256105	GR 20	Raw Materials & Spare Parts	Kg/Pcs	690	OTM	Director General	GOB	5.00	Planned days Actual days	23 Jan'25	05 Mar'25	10 Apr'25
4112202	GR 21	Computer/Laptop & Accessories	Nos	05	e-GP	Director General	GOB	2.00	Planned days Actual days	25 Jan'25	15 Mar'25	15 Apr'25
3256105	GR 22	Raw Materials & Spare Parts	Kg/Pcs	950	e-GP	Director General	GOB	10.00	Planned days Actual days	25 Jan'25	15 Mar'25	25 Apr'25
3258105	GR 23	Machinery & Equipment (Repair & Maintenance)	Nos	45	LTM	Director General	GOB	2.00	Planned days Actual days	15 Feb'25	20 Mar'25	30 Apr'25
3256105	GR 24	Raw Materials & Spare Parts	Kg/Pcs	200	LTM	Director General	GOB	4.00	Planned days Actual days	17 Feb'25	21 Mar'25	30 Apr'25
3255104	GR 25	Stationary Goods (Soap, Computer Carriage, Photocopy Paper, Offset Paper)	Nos	360	LTM	Director General	GOB	1.50	Planned days Actual days	18 Feb'25	25 Mar'25	30 Apr'25
3256105	GR 26	Raw Materials & Spare Parts	Kg/Pcs	890	e-GP	Director General	GOB	9.00	Planned days Actual days	25 Jan'25	15 Mar'25	30 Apr'25
3257105	GR 27	Innovative Spending	Nos/set	12	RFQ	Additional Director	GOB	1.00	Planned days Actual days	19 Feb'25	25 Mar'25	30 Apr'25
3256105	GR 28	Raw Materials & Spare Parts	Kg/Pcs	220	OTM	Director General	GOB	10.00	Planned days Actual days	27 Jan'25	16 Mar'25	30 Apr'25
3256105	GR 29	Raw Materials & Spare Parts	Kg/Pcs	450	LTM	Director General	GOB	3.00	Planned days Actual days	10 Mar'25	25 Apr'25	19 May'25
3257301	GR 30	BITAC Occasions/Festivals	Nos/Day	03	LTM	Director General	GOB	1.50	Planned days Actual days	11 Mar'25	22 Apr'25	20 May'25

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3256105	GR 31	Raw Materials & Spare Parts	Kg/Pcs	250	LTM	Director General	GOB	1.50	Planned days Actual days	12 Mar'25	23 Apr'25	21 May'25
3256105	GR 32	Raw Materials & Spare Parts	Kg/Pcs	950	OTM	Director General	GOB	9.00	Planned days Actual days	06 Apr'25	03 May'25	28 Jun'25
3258108	GR 33	Building & Structures (Repair & Maintenance)	Nos/Feet	7000	LTM	Director General	GOB	10.00	Planned days Actual days	09 Apr'25	07 May'25	28 Jun'25
3256105	GR 34	Raw Materials & Spare Parts	Kg/Pcs	1050	LTM	Director General	GOB	7.00	Planned days Actual days	10 Apr'25	15 May'25	29 Jun'25
3243101	GR 35	Petrol, Oil & Lubricants	Ltr/Kg	3000	RFQ	Director General	GOB	2.00	Planned days Actual days	16 Apr'25	18 May'25	29 Jun'25
3256105	GR 36	Raw Materials & Spare Parts	Kg/Pcs	160	LTM	Director General	GOB	1.00	Planned days Actual days	18 Apr'25	19 May'25	30 Jun'25
3253103	GR 37	Security & Service (Based on Rent)	Nos	40	OTM	Director General	GOB	30.00	Planned days Actual days	18 Mar'25	19 May'25	30 Jun'25
3256106	GR 38	Uniform	Pair/Nos	80	RFQ	Additional Director	GOB	1.00	Planned days Actual days	26 Apr'25	22 May'25	30 Jun'25
3256105	GR 39	Raw Materials & Spare Parts	Kg/Pcs	320	LTM	Director General	GOB	5.00	Planned days Actual days	26 Apr'25	24 May'25	30 Jun'25
3258101	GR 40	Motor Vehicles (Repair & Maintenance)	Nos	10	LTM	Additional Director	GOB	0.75	Planned days Actual days	28 Apr'25	26 May'25	30 Jun'25
3256105	GR 41	Raw Materials & Spare Parts	Kg/Pcs	450	LTM	Director General	GOB	3.00	Planned days Actual days	29 Apr'25	28 May'25	30 Jun'25
TK = Two Core Thirty Lac Sixty-Five Thousand Only.							<b>Total =</b>	<b>230.65</b>				

**GR= Goods Revenue**

- N.B: 1. For emergency purchase (cash purchase) it may need Tk. 10,00,000.00 (Ten lac) for whole year.  
2. Raw-materials procurement amount and time will depend on parties work order.

  
Purchase Officer  
BITAC, Bogura.

  
Additional Director  
BITAC, Bogura.

  
Director  
**Engr. Md. Rafiqul Karim**  
Additional Director  
Bangladesh Industrial Technical  
Assistance Center (BITAC)  
Dhaka-1208

  
Director General  
BITAC  
অতিরিক্ত পরিচালক  
রাষ্ট্রায়ত্ত্বিক কারিগরি কেন্দ্র (বিটাক)  
রাষ্ট্রায়ত্ত্বিক কারিগরি কেন্দ্র (বিটাক)  
১১০ (ক), গেরগোলা পল্লী, ঢাকা-১২০৮