

## Annual Procurement Plan (APP)

Ministry/ Division: Ministry of Industries

Agency: Bangladesh Industrial Technical Assistance Center (BITAC)

Procuring Entity Name & Code: BITAC, Khulna

Financial Year: 2020-21

Package No.	Description of Procurement Package Goods	Unit	Estd. Quantity	Procurement method & type	Contact Approving Authority	Source of Fund	Estd. Cost in Lac Tk	Economical Code No	Indicative Days			
									Time code for Process	Invitation for Tender	Signing of Contract	Completion of Contract
1	2	3	4	6	7	8	9	11	12	13	14	15
GR 1	Pac-1: Raw Materials & Spare Parts	Kg/no	1500	LTM	HOPE	GOB	1	3256105	Planned days	02 July'20	16 July'20	26 July'19
									Actual days			
GR 2	Pac-1: Uniform (summer)	Set	40	RFQ	HOPE	GOB	0.8	3256106	Planned days	06 July'20	15 July'20	26 July'20
	Pac-2: Stationary	LS	LS	RFQ	HOPE	GOB	0.5	3255104	Actual days			
GR 3	Pac-1: Raw Materials & Spare Parts	Kg/No	250	RFQ	HOPE	GOB	0.5	3256105	Planned days	07 July'20	16 July'20	26 July'20
									Actual days			
GR 4	Security & Guard Services Charge	Nos	5	OTM	HOPE	GOB	0.65	3253103	Planned days	12 July'20		
									Actual days			
GR 5	Pac-1: Gas & fuel	Ltr.	LS	DPM	HOPE	GOB	2.5	3243102	Planned days	26 July'20		
	Pac-2: Oil & Lubricant	Ltr.	2400	DPM	HOPE	GOB	2.5	3243101	Actual days			
									Planned days	02 Aug'20		
GR 6	Security & Guard Services Charge	Nos	5	OTM	HOPE	GOB	0.65	3253103	Actual days			
									Planned days	04 Aug'20		
GR 7	Pac-1: Raw Materials and Spare Parts	Kg/No	200	LTM	HOPE	GOB	1	3256105	Planned days	05 Aug'20	19 Aug'20	27 Aug'20
	Pac-2: Raw Materials & Spare Parts	Ltrs	1200	DPM	HOPE	GOB	0.75		Actual days			
									Planned days	09 Aug'20		
GR 8	Pac-1: Raw Materials and Spare Parts	Kg/No	250	RFQ	HOPE	GOB	1	3256105	Actual days			
									Planned days	10 Aug'20	17 Aug'20	26 Aug'20
GR 9	Pac-1: Raw Materials and Spare Parts	Kg/No	251	LTM	HOPE	GOB	13	3256105	Actual days			
									Planned days	12 Aug'20	26 Aug'20	06 Sep'20
GR 10	Pac-1: Training Expenses	Kg/no	650	LTM	HOPE	GOB	0.5	3231301	Actual days			
									Planned days	13 Aug'20	27 Aug'20	07 Sep'20
GR 11	Pac-1: Electrical (Consumable)	no/set	60	LTM	HOPE	GOB	0.3	4112303	Actual days			
									Planned days	17 Aug'20	01 Sep'20	10 Sep'20
WR 12	Civil Works	no/set	1	OTM	HOPE	GOB	8	3258108	Actual days			
									Planned days	19 Aug'20		
GR 13	Pac-1: Mechanical Maintenance	Set	1	RFQ	HOPE	GOB	1	3258105	Actual days			
									Planned days	23 Aug'20	01 Sep'20	10 Sep'20
									Actual days			

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GR 14	Pac 1: Raw Materials and Spare Parts	Kg/No	250	<b>RFQ</b>	HOPE	GOB	<b>0.85</b>	3256105	Planned days	03 Sep'20	13 Sep'20	23 Sep'20
									Actual days			
GR 15	Security & Guard Services Charge	Nos	5	<b>OTM</b>	HOPE	GOB	<b>0.49</b>	3253103	Planned days	06 Sep'20		
									Actual days			
GR 16	Pac-1: Raw Materials and Spare Parts	Kg/No	1500	<b>LTM</b>	HOPE	GOB	<b>1</b>	3256105	Planned days	8 Sept'20	24 Sept'20	04 Oct'20
									Actual days			
GR 17	Pac-1: Computer & Office Equipment (Maintenance)	Nos	1	<b>RFQ</b>	HOPE	GOB	<b>0.5</b>	3258103	Planned days	13 Sep'20	22 Sep'20	30 Sep'20
									Actual days			
GR 18	Pac-1: Raw Materials and Spare Parts	Kg/No	1500	<b>LTM</b>	HOPE	GOB	<b>5</b>	3256105	Planned days	15 Sept'20	30 Sept'20	08 Oct'20
									Actual days			
GR 19	Pac-1: Stationary	LS	LS	<b>RFQ</b>	HOPE	GOB	<b>1</b>	3255104	Planned days	04 Oct'20	12 Oct'20	20 Oct'20
									Actual days			
GR 20	Security & Guard Services Charge	Nos	5	<b>OTM</b>	HOPE	GOB	<b>0.65</b>	3253103	Planned days	05 Oct'20		
									Actual days			
GR 21	Pac-1: Raw Materials and Spare Parts	Ltrs	1200	<b>DPM</b>	HOPE	GOB	<b>0.75</b>	3256105	Planned days	05 Oct'20		
									Actual days			
GR 22	Pac-1: Training Expenses	Kg/No	1800	<b>LTM</b>	HOPE	GOB	<b>2</b>	3231301	Planned days	06 Oct'20	22 Oct'20	02 Nov'20
									Actual days			
GR 22	Pac-2: Raw Materials and Spare Parts	Kg/No	1550	<b>LTM</b>	HOPE	GOB	<b>1</b>	3256105	Planned days	07 Oct'20	22 Oct'20	02 Nov'20
									Actual days			
GR 23	Pac-1: Raw Materials and Spare Parts	Kg/No	500	<b>LTM</b>	HOPE	GOB	<b>5</b>	3256105	Planned days	13 Oct'20	28 Oct'20	08 Nov'20
									Actual days			
GR 24	Security & Guard Services Charge	Nos	5	<b>OTM</b>	HOPE	GOB	<b>0.49</b>	3253103	Planned days	01 Nov'20		
									Actual days			
GR 25	Pac-1: Information & Communication Technology (Equipments)	Kg/No	500	<b>LTM</b>	HOPE	GOB	<b>1</b>	4112201	Planned days	02 Nov'20	17 Nov'20	27 Nov'20
									Actual days			
GR 26	Pac-1: Raw Materials & Spare Parts	Kg/No	250	<b>LTM</b>	HOPE	GOB	<b>4</b>	3256105	Planned days	03 Nov'20	18 Nov'20	29 Nov'20
									Actual days			
GR 27	Pac-1: Raw Materials & Spare Parts	Kg/No	250	<b>RFQ</b>	HOPE	GOB	<b>1</b>	3256105	Planned days	05 Nov'20	15 Nov'20	25 Nov'20
									Actual days			
GR 28	Security & Guard Services Charge	Nos	5	<b>OTM</b>	HOPE	GOB	<b>0.65</b>	3253103	Planned days	01 Dec'20		
									Actual days			
GR 29	Pac-1: Raw Materials & Spare Parts	Kg/No	250	<b>LTM</b>	HOPE	GOB	<b>1</b>	3256105	Planned days	02 Dec'20	17 Dec'20	27 Dec'20
									Actual days			
WR 30	Pac-1: Civil Works (Boundary Wall)	Set	1	<b>OTM</b>	HOPE	GOB	<b>20</b>	3258108	Planned days	03 Dec'20	17 Dec'20	27 Dec'20
									Actual days			
GR 31	Pac-1: Mechanical Maintenance	Set	1	<b>LTM</b>	HOPE	GOB	<b>1</b>	3258105	Planned days	06 Dec'20	20 Dec'20	30 Dec'20
									Actual days			
GR 32	Pac-1: Raw Materials and Spare Parts	Set	2	<b>LTM</b>	HOPE	GOB	<b>3</b>	3256105	Planned days	07 Dec'20	22 Dec'20	31 Dec'20
									Actual days			

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GR 33	Pac-1: Training Expenses	Kg/No	1600	LTM	HOPE	GOB	1.5	3231301	Planned days	04 Jan'21	19 Jan'21	28 Jan'21
									Actual days			
GR 34	Pac-1: Stationary & Printng	LS	LS	RFQ	HOPE	GOB	1	3255104	Planned days	06 Jan '21	14 Jan '21	24 Jan '21
									Actual days			
GR 35	Pac-1: Research & Developement Expenses	Kg/No	500	LTM	HOPE	GOB	2	3256105	Planned days	04 Jan'21	19 Jan'21	28 Jan'21
									Actual days			
GR 36	Security & Guard Services Charge	Nos	5	OTM	HOPE	GOB	0.65	3253103	Planned days	07 Jan '21		
									Actual days			
GR 37	Pac-1: Raw Materials and Spare Parts	Kg/No	250	LTM/RFQ	HOPE	GOB	1	3256105	Planned days	08 Jan'21	23 Jan'21	02 Feb'21
									Actual days			
GR 38	Pac-1: Uniform (Winter)	Set	40	RFQ	HOPE	GOB	0.7	3256106	Planned days	10 Jan'20	19 Jan'20	28 Jan'20
	Pac-2: Furniture	Nos	30	RFQ	HOPE	GOB	0.3	4112314	Actual days			
	Pac-3: Office Equipment	Set/No	5	RFQ	HOPE	GOB	0.3	4112310	Actual days			
GR 39	Pac-1: Raw Materials and Spare Parts	Kg/No	250	LTM	HOPE	GOB	1.65	3256105	Planned days	20 Jan'21	04 Feb '21	13 Feb '21
									Actual days			
WR 40	Pac-1: Civil Works	LS	LS	RFQ	HOPE	GOB	1	3258108	Planned days	01 Feb '21	10 Feb '21	18 Feb '21
									Actual days			
GR 41	Pac-1: Raw Materials and Spare Parts	Kg/No	250	LTM/RFQ	HOPE	GOB	1	3256105	Planned days	04 Feb '21	19 Feb '21	01 Mar '21
									Actual days			
GR 42	Security & Guard Services Charge	Nos	5	OTM	HOPE	GOB	0.49	3253103	Planned days	06 Feb'21		
									Actual days			
GR 43	Pac-1: Raw Materials and Spare parts	Kg/No	1200	LTM	HOPE	GOB	2	3256105	Planned days	03 Feb '21	18 Feb '21	28 Feb '21
									Actual days			
GR 44	Pac-1: Training Expenses	Kg/No	900	LTM	HOPE	GOB	0.5	3231301	Planned days	01 Mar'21	15 Mar'21	25 Mar'21
									Actual days			
GR 45	Pac-1: Raw Materials and Spare parts	Kg/No	1250	LTM	HOPE	GOB	1	3256105	Planned days	02 Mar'21	17 Mar'21	28 Mar'21
									Actual days			
GR 46	Security & Guard Services Charge	Nos	5	OTM	HOPE	GOB	0.65	3253103	Planned days	08 Mar'21		
									Actual days			
GR 47	Motor Vehicle Repair & Maintenance	no/set	35	RFQ	HOPE	GOB	0.75	3258101	Planned days	09 Mar'21	18 Mar'21	28 Mar'21
									Actual days			
GR 48	Pac-1: Raw Materials and Spare parts	Nos	5	LTM	HOPE	GOB	2	3253103	Planned days	10 Mar'21	24 Mar'21	04 April'21
									Actual days			
GR 49	Pac-1: Computer & Accessories	Set	1	RFQ	HOPE	GOB	0.3	4112202	Planned days	11 Mar'21	21 Mar'20	31 Mar'20
									Actual days			
GR 50	Pac-1: Stationary & Printng	LS	LS	RFQ	HOPE	GOB	0.5	3255104	Planned days	14 Mar'21	24 April'20	01 May'20
									Actual days			
GR 51	Security & Guard Services Charge	Nos	5	OTM	HOPE	GOB	0.49	3253103	Planned days	01 April'21		
									Actual days			
GR 52	Pac-1: Raw Materials and Spare parts	Kg/No	1825	LTM/RFQ	HOPE	GOB	1	3256105	Planned days	04 April'21	19 April'21	29 April'21
									Actual days			

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GR 53	Pac-1: Uniform (shoes & socks)	nos.	40	<b>RFQ</b>	HOPE	GOB	<b>0.5</b>	3256106	Planned days	05 April'21	15 April'21	25 April'21
									Actual days			
GR 54	Pac-1: Raw Materials and Spare parts	Kg/No	250	<b>LTM</b>	HOPE	GOB	<b>2</b>	3256105	Planned days	13 April'21	28 April'21	05 May'21
									Actual days			
GR 55	Pac-1: Training Expenses	Kg/No	150	<b>LTM</b>	HOPE	GOB	<b>0.5</b>	3231301	Planned days	02 May'21	16 May'21	26 May'21
	Pac-2: Raw Materials and Spare parts	Kg/No	500	<b>LTM</b>	HOPE	GOB	<b>1</b>	3256105	Actual days			
	Pac-3: Raw Materials & Spare Parts	Ltrs	400	<b>DPM</b>	HOPE	GOB	<b>0.25</b>		Planned days	03 May'21		
								Actual days				
GR 56	Security & Guard Services Charge	Nos	5	<b>OTM</b>	HOPE	GOB	<b>0.65</b>	3253103	Planned days	04 May'21		
									Actual days			
GR 57	Pac-1: Raw Materials and Spare parts	Kg/No	1250	<b>LTM</b>	HOPE	GOB	<b>3</b>	3256105	Planned days	05 May'21	20 May'21	30 May'21
									Actual days			
	Pac-2: Raw Materials and Spare parts	Ltrs	400	<b>DPM</b>	HOPE	GOB	<b>0.25</b>	3256105	Planned days	01 June'21		
									Actual days			
GR 58	Pac-1: Raw Materials and Spare parts	Kg/No	1250	<b>LTM</b>	HOPE	GOB	<b>4</b>	3256105	Planned days	02 June'21	16 June'21	27 June'21
									Actual days			
GR 59	Security & Guard Services Charge	Nos	5	<b>OTM</b>	HOPE	GOB	<b>0.49</b>	3253103	Planned days	06 June'21		
									Actual days			
<b>Taka One Crore Eighteen Lac Forty Five Thousand Only</b>							<b>Total</b>	<b>118.45</b>				
<b>Cash Purchase (Entertainment+Others)</b>								<b>10.00</b>				
<b>Security &amp; Guard Services Charge</b>								<b>7.00</b>				
<b>Raw Materials &amp; Spare Parts (DPM+LTM+RFQ)</b>								<b>60.00</b>				
<b>Uniform</b>								<b>2.00</b>				

GR = Goods Revenue

WR = Works Revenue

**N.B:** Procurement Amount and Time may vary depending on the work order/requirements of the parties and respective departments.

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30.08.2020  
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30.06.2020  
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*Md. Abu Sayeed Khan*  
02/09/2020