

## ANNUAL PROCUREMENT PLAN 2025-26

Budget: Revenue

Ministry/Division: Ministry of Science and Technology

Agency: Officer of Chief Executive Officer, Science and Technology Fellowship Trust

Procuring Entity Name: Chief Executive Officer, Science and Technology Fellowship Trust

Code: 132011800

| Code    | Description of Procurement Packages Goods | Unit   | Quantity  | Procurement Method & Type | Contract Approving Authority | Source of Fund | Estd. Cost In Lac TK. | Issue RFQ/OTM | Proposal Opening | Proposal Evaluation | Approval | Signing of Contract | Remarks/Total allocation (Lac Taka) |
|---------|---|--------|---|---------------------------|------------------------------|----------------|-----------------------|---------------|------------------|---------------------|----------|---------------------|-------------------------------------|
| 1       | 2   | 3      | 4   | 5                         | 6                            | 7              | 8                     | 9             | 10               | 11                  | 12       | 13                  | 14                                  |
| 3211102 | Neat & Cleaning Materials                 | Number | Broom-, Harpic-20, Brush-20, vim Floor cleaner-10, Lijol-12, Air Freshner-30, Aerosole-10, Tissue box-80, Toilet Tissue-150, Hand wash-40, Hand wash refill-30, Detergent-20, Savlon-23, Soap-40, Vim-40, Glass cleaning liquid-15, Odonil-60, Glass cleaning | Direct Purchase           | Chief Executive Officer      | GOB            | 1.50 (approx.)        |               |                  |                     |          |                     | Budget 1.50                         |

*Handwritten marks: a circle with a dot and some scribbles.*

*Handwritten signature or initials.*



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|---------|--------------------|--------|--|---------------------|-------------------------|-----|--------------------------|--|--|--|--|--|--|--|--|--|--|-------------|
| 3211135 | Recruitment test   | Number | Recruitment- 2 etc.  | payment-Govt. rate) | Chief Executive Officer | GOB | .50 (approx.)            |  |  |  |  |  |  |  |  |  |  | Budget 1.00 |
| 3221101 | Audit Fee          | Number | 1  | -                   | Chief Executive Officer | GOB | 1.00 (Approx)            |  |  |  |  |  |  |  |  |  |  | Budget 1.00 |
| 3231301 | In House training  | Number | Training- 10   | Direct Purchase     | Chief Executive Officer | GOB | .25 (approx) per meeting |  |  |  |  |  |  |  |  |  |  | Budget 4.00 |
| 3243102 | Gas & Fuels        |        |  | Direct Purchase     | Chief Executive Officer | GOB | 5.00 (approx)            |  |  |  |  |  |  |  |  |  |  | Budget 6.00 |
| 3255101 | Computer Appliance | Number | Printer-40, Toner-40, Photo copy Toner-03, Key Board-08, Mouse-08, Mouse pad-08, Pen drive-10, HDMI cable-5, Printer-2, RAM-5, Processor- 2, Caching -2, Hard Drive SSD-02, Mother Board-2, Monitor-1, Cable-10, Laptop battery-1, Power Supply-1, Scanner-1 | Direct Purchase     | Chief Executive Officer | GOB | 3.00 (approx)            |  |  |  |  |  |  |  |  |  |  | Budget 3.00 |

Dr. A. S.






|         |                              |        |   |                      |                         |     |                 |  |  |  |  |  |  |             |
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| 4112202 | Computer & Others            |        | flat panel display, etc<br>UTP Cable, RJ 45, Installation, wifi-accessories - 1 setup, wifi-equipment -1, Lane cable, Connector cable, cat6 cable, Finger print machine- 1 set, Telephone -2, Anti-Virus-15 | Direct Purchase/ RFQ | Chief Executive Officer | GOB | 4.00 (appr ox.) |  |  |  |  |  |  | Budget 4.00 |
| 4112303 | Electric Equipment           |        | Tharmostat Remote -1, Switch, Electric kettle- 2, Plug-10, Socket-10, Blender machine- 1, Other relative item, Coffee machine, Light - 30, Multi plug-10,   | Direct Purchase      | Chief Executive Officer | GOB | 0.99 (appr ox.) |  |  |  |  |  |  | Budget 1.00 |
| 4112310 | Office complianes & Machines | Number | Lock-10, Watch-7, Jug-2, Rack-2, Cup tea pot, Sugar pot, Glass, Dinner plate-15, Half Plate-15, Office Id card, Almirah/ Locker- 25, Hasboli- 10, TV-   | Direct Purchase/ RFQ | Chief Executive Officer | GOB | 1.50 (appr ox.) |  |  |  |  |  |  | Budget 1.50 |

Q3 Q2 Q1

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|---------|-----------|------------------------|---|----------------------|-------------------------|-----|-----------------|--|--|--|--|--|--|--|--|--|--|-------------|
| 4112314 | Furniture | 1, Mini Fridge-1, etc. | Table-6, Chair-24, Computer table-6, File rack-2, Stand rack-2, Conference Table-1, Open self-2, Cabinet-2 Chair-6, | Direct Purchase/ RFQ | Chief Executive Officer | GOB | 3.00 (appr ox.) |  |  |  |  |  |  |  |  |  |  | Budget 3.00 |
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4112314  
 Furniture  
 1, Mini Fridge-1, etc.

  
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 কৰাল নিৰ্বাহী কৰ্মকৰ্তা (মুদাৰাৰ)  
 বিজ্ঞান ও অধ্যক্ষ সেৱাগোষ্ঠী  
 বিজ্ঞান ও অধ্যক্ষ সঞ্চালনা