

**Annual Procurement Plan FY 2023-2024**

**Ministry/Division      Ministry of Health & Family welfare  
Agency      Directorate General of Drug Administration  
Procuring Entity & Code      Director General of Drug Administration**

| Package No | Description Of Procurement Package Goods | Unit   | Quantity                                                    | Procurement Method & Type | Contract Approving Authority | Source of Funds | Est.Cost Tk(In Lakh) | Time Code for Process                         | Not Used In Goods | Advertise Tender | Tender Opening  | Tender Evaluation | Approval To Award | Notification Of Award | Contract Signing | 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                              |
| GD-01      | Awards & Rewards                         | No     | Annual award & Monthly Evaluation Reward for field Officers | DP                        | DGDA                         | GOB             | 2.00                 | Planned Dates<br>Planned Days                 | 0                 | 9/13/2023<br>0   | 9/30/2023<br>7  | 9/30/2023<br>10   | 10/7/2023<br>7    | 10/14/2023<br>7       | 11/3/2023<br>20  | 51                               | 30                              |
| GD-02      | Cleaning & Washing Items                 | No     | As per Requirement                                          | DP                        | DGDA                         | GOB             | 7.50                 | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 9/13/2023<br>0   | 9/30/2023<br>7  | 9/30/2023<br>10   | 10/7/2023<br>7    | 10/14/2023<br>7       | 11/3/2023<br>20  | 51                               | 30                              |
| GD-03      | Entertainment Expenses                   | Number | As per Requirement                                          | DP                        | DGDA                         | GOB             | 10.00                | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 9/13/2023<br>0   | 9/30/2023<br>7  | 9/30/2023<br>10   | 10/7/2023<br>7    | 10/14/2023<br>7       | 11/3/2023<br>20  | 51                               | 30                              |
| WD-01      | Advertising Expenses                     | Number | As per Requirement                                          | DP                        | DGDA                         | GOB             | 70.00                | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 9/13/2023<br>0   | 9/30/2023<br>7  | 9/30/2023<br>10   | 10/7/2023<br>7    | 10/14/2023<br>7       | 11/3/2023<br>20  | 51                               | 30                              |
| GD-05      | Books & Periodicals                      | Number | As per Requirement                                          | RFQ                       | DGDA                         | GOB             | 8.00                 | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 10/5/2023<br>0   | 10/12/2023<br>7 | 10/17/2023<br>5   | 10/20/2023<br>3   | 10/25/2023<br>5       | 10/30/2023<br>5  | 25                               | 15                              |
| GD-06      | Fish & Animal Feed                       | Number | As per Requirement from NCL                                 | RFQ/DP                    | DGDA                         | GOB             | 2.00                 | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 10/5/2023<br>0   | 10/12/2023<br>7 | 10/17/2023<br>5   | 10/20/2023<br>3   | 10/25/2023<br>5       | 10/30/2023<br>5  | 25                               | 15                              |
| GD-07      | Medical & Surgical Supplies              | Number | As per Requirement from NCL                                 | OTM/ e GP                 | DGDA                         | GOB             | 70.00                | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 10/2/2023<br>0   | 10/9/2023<br>7  | 10/19/2023<br>10  | 10/26/2023<br>7   | 11/2/2023<br>7        | 11/16/2023<br>14 | 45                               | 30                              |
| GD-08      | Computer Consumables                     | Number | As per Requirement                                          | OTM/DP                    | DGDA                         | GOB             | 12.00                | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 10/2/2023<br>0   | 10/9/2023<br>7  | 10/19/2023<br>10  | 10/26/2023<br>7   | 11/2/2023<br>7        | 11/16/2023<br>14 | 45                               | 30                              |
| GD-09      | Printing & Binding                       | Number | As per Requirement                                          | RFQ                       | DGDA                         | GOB             | 12.00                | Actual Dates<br>Planned Dates<br>Planned Days | 0                 | 10/5/2023<br>0   | 10/12/2023<br>7 | 10/17/2023<br>5   | 10/20/2023<br>3   | 10/25/2023<br>5       | 10/30/2023<br>5  | 25                               | 15                              |

| GD-08  | Computer Consumables       | Number | As per Requirement         | OTM/DP     | DGDA | GOB | 12.00  | Planned Dates | Planned Days | 0 | 10/1/2023 | 10/9/2023  | 10/19/2023 | 10/26/2023 | 11/2/2023  | 11/14/2023 | 12/14/2023 |
|--------|----------------------------|--------|----------------------------|------------|------|-----|--------|---------------|--------------|---|-----------|------------|------------|------------|------------|------------|------------|
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-09  | Printing & Binding         | Number | As per Requirement         | RFQ        | DGDA | GOB | 12.00  | Planned Dates | Planned Days | 0 | 10/5/2023 | 10/13/2023 | 10/17/2023 | 10/20/2023 | 10/25/2023 | 10/30/2023 | 11/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-10  | Stamps & Seals             | Number | As per Requirement         | DP         | DGDA | GOB | 2.00   | Planned Dates | Planned Days | 0 | 9/13/2023 | 9/20/2023  | 9/30/2023  | 10/7/2023  | 10/14/2023 | 11/7/2023  | 12/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-11  | Other Stationery           | No     | As per Requirement         | DP         | DGDA | GOB | 25.00  | Planned Dates | Planned Days | 0 | 9/13/2023 | 9/20/2023  | 9/30/2023  | 10/7/2023  | 10/14/2023 | 11/7/2023  | 12/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-12  | Chemicals                  | Number | As per Requirement from HQ | OTM        | DGDA | GOB | 90.00  | Planned Dates | Planned Days | 0 | 10/2/2023 | 10/9/2023  | 10/19/2023 | 10/26/2023 | 11/2/2023  | 11/14/2023 | 12/14/2023 |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-13  | Uniforms                   | Number | As per Requirement         | DP/RFQ     | DGDA | GOB | 3.00   | Planned Dates | Planned Days | 0 | 9/13/2023 | 9/20/2023  | 9/30/2023  | 10/7/2023  | 10/14/2023 | 11/7/2023  | 12/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-14  | Cannons/Fuel Cells         | Number | As per Requirement         | DP/RFQ     | DGDA | GOB | 7.00   | Planned Dates | Planned Days | 0 | 9/13/2023 | 9/20/2023  | 9/30/2023  | 10/7/2023  | 10/14/2023 | 11/7/2023  | 12/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-15  | Gardening                  | Number | As per Requirement         | DP/RFQ     | DGDA | GOB | 4.00   | Planned Dates | Planned Days | 0 | 9/13/2023 | 9/20/2023  | 9/30/2023  | 10/7/2023  | 10/14/2023 | 11/7/2023  | 12/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-16  | ICT Equipment              | Number | As per Requirement         | OTM/RFQ    | DGDA | GOB | 20.00  | Planned Dates | Planned Days | 0 | 10/2/2023 | 10/9/2023  | 10/19/2023 | 10/26/2023 | 11/2/2023  | 11/14/2023 | 12/14/2023 |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-17  | Computer & Accessories     | Number | As per Requirement         | OTM/RFQ/GP | DGDA | GOB | 65.00  | Planned Dates | Planned Days | 0 | 10/2/2023 | 10/9/2023  | 10/19/2023 | 10/26/2023 | 11/2/2023  | 11/14/2023 | 12/14/2023 |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-18  | Furniture                  | Number | As per Requirement         | OTM/RFQ/GP | DGDA | GOB | 60.00  | Planned Dates | Planned Days | 0 | 10/5/2023 | 10/11/2023 | 10/17/2023 | 10/20/2023 | 10/25/2023 | 10/30/2023 | 11/7/2023  |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| GD-19  | Other Machines & Equipment | Number | As per Requirement         | OTM/RFQ/GP | DGDA | GOB | 48.80  | Planned Dates | Planned Days | 0 | 10/2/2023 | 10/9/2023  | 10/19/2023 | 10/26/2023 | 11/2/2023  | 11/14/2023 | 12/14/2023 |
|        |                            |        |                            |            |      |     |        | Actual Dates  |              |   |           |            |            |            |            |            |            |
| Total= |                            |        |                            |            |      |     | 518.30 |               |              |   |           |            |            |            |            |            |            |

বৈধ প্রমাণ প্রাপ্ত হইবে  
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১৫/১১/২০২৩

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Annual Procurement Plan FY 2023-2024

Ministry/Division Ministry of Health & Family welfare  
Agency Directorate General of Drug Administration  
Procuring Entity & Code Directorate General of Drug Administration

| Package No | Description Of Procurement Package services | Unit | Quantity           | Procurement Method & Type | Contract Approving Authority | Source of Funds | Estd Cost TK (in Lakh) | Time Code for Process | Not Used In Goods | Advertise Tender | Tender Opening | Tender Evaluation | Approval To Award | Notification Of Award | Contract Signing | Total Time To Contract Signature | Time For Completion Of Contract |
|------------|---------------------------------------------|------|--------------------|---------------------------|------------------------------|-----------------|------------------------|-----------------------|-------------------|------------------|----------------|-------------------|-------------------|-----------------------|------------------|----------------------------------|---------------------------------|
| 1          |                                             | 3    | 4                  | 5                         | 6                            | 7               | 8                      | 9                     | 10                | 11               | 12             | 13                | 14                | 15                    | 16               | 17                               | 18                              |
|            |                                             |      |                    |                           |                              |                 |                        | Planned Dates         |                   | 9/13/2023        | 9/20/2023      | 9/30/2023         | 10/7/2023         | 10/14/2023            | 11/3/2023        |                                  | 12/3/2023                       |
| SD-01      | outsourcing                                 | No   | As per Requirement | DP                        | DGDA                         | GOB             | 120.00                 | Planned Days          |                   | 0                | 7              | 10                | 7                 | 7                     | 20               | 51                               | 30                              |
|            |                                             |      |                    |                           |                              |                 |                        | Actual Dates          |                   |                  |                |                   |                   |                       |                  |                                  |                                 |
| SD-02      | Other Machineries & Equipment               | No   | As per Requirement | OTM                       | DGDA                         | GOB             | 50.00                  | Planned Dates         |                   | 9/13/2023        | 9/20/2023      | 9/30/2023         | 10/7/2023         | 10/14/2023            | 11/3/2023        |                                  | 12/3/2023                       |
|            |                                             |      |                    |                           |                              |                 |                        | Planned Days          |                   | 0                | 7              | 10                | 7                 | 7                     | 20               | 51                               | 30                              |
|            |                                             |      |                    |                           |                              |                 |                        | Actual Dates          |                   |                  |                |                   |                   |                       |                  |                                  |                                 |
| Total =    |                                             |      |                    |                           |                              |                 | 170.00                 |                       |                   |                  |                |                   |                   |                       |                  |                                  |                                 |

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মেজর জেনারেল মোহাম্মদ ইউনুস  
মহাপরিচালক  
ঔষধ প্রশাসন অধিদপ্তর  
গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
31 JUL 2023